

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of March 28, 2024

SSFUSD Equity Definition

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

OPEN SESSION - 6:30 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFCTA

RECONVENE INTO OPEN SESSION - 7:02 p.m.

B. ROLL CALL

Board Members: Ms. Amanda Anthony - Present
Dr. Chialin Hsieh - Absent
Ms. Daina Lujan - Present
Mrs. Patricia Murray - Present
Mrs. Mina Richardson - Present
Ms. Jamie Wong, Student Board Member - Absent

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

- C. PLEDGE OF ALLEGIANCE** - was led by Los Cerritos ES student Timothy Saiaonai. Interim Principal Robin Pang-Maganaris said he is kind, generous, and caring.

D. LAND ACKNOWLEDGEMENT STATEMENT

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

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

E. REPORTING OUT FROM CLOSED SESSION - Nothing to Report

F. REVIEW OF AGENDA - No changes.

G. PTA COUNCIL REMARKS - President Lauren Kitchen thanked Trustee Murray for attending the ECHS PTSA meeting this week. The meeting included a presentation on local trades and unions by Kathy Kerrisk. She spoke about how skilled trades work from trainees to apprenticeship to journeyman level, the requirements students need to meet, and also how to get connected with local unions for labor jobs. Ms. Kitchen said the SSFHS Drama Club is performing *The Little Mermaid* April 11-13 and has invited elementary students to the April 12 performance to attend a tea party and meet the mermaids before the 5:30 show. Ms. Kitchen acknowledged Marcella Alvarez, the Los Cerritos ES PTA President and then highlighted some amazing things they have been doing. "This year they have the largest executive board of nine people that they've ever had. They have the most members that they've ever had in history, 123 members." "They're a great example of how just a few people can have a huge impact to create a positive community and promote unity in a school..."

H. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators - None

South San Francisco Classroom Teachers Association - Interim President Shari Giusti reported that bargaining has begun between SSFUSD and SSFCTA. There is quite a lot of information to negotiate and five upcoming dates have been set. She spoke about a concern related to SpEd classes in the District. As of March 25, 26 SpEd positions were vacant. They account for 47% of the current vacancies. "In light of April being Autism Awareness Month, and being a parent of an autistic son, I would like to emphasize how important that having consistent educators from year to year is to students in SpEd. The relationships that SpEd teachers provide go way beyond grades for students with different academic needs." Ms. Guisti noted that a SpEd report talked about the benefit of separating SpEd preschool classes out to different sites. She spoke about her reservations with this move: students would not be at their home schools, teachers at one school unaware of the preschool at their site so no assimilation with the general student population was occurring; and SpEd teachers were not asked if it was prudent move. "Now some feel isolated and can't collaborate as much as they could beforehand. It really makes the idea of teacher collaboration for student

success unlikely.” “Hopefully we are mindful of just how hard these positions can be. We need to support them, offer training, and be respectful of the time they give.”

California School Employees Association Chapter 197 - None

I. PERSONNEL COMMISSION - Assistant Superintendent J. Marwan Hannon reported that the next Commission meeting will take place on April 15, 2024.

J. ITEMS FROM THE BOARD

President Daina Lujan reported that she, along with Vice President Amanda Anthony, attended the City Council meeting last night as members of the Joint Advisory Committee of the Child Care Master Plan (JACCCMP). Recommendations included strengthening the workforce in child care, strategic responses, streamlining, and affordability.

K. SUPERINTENDENT’S REPORT

a. LCAP Community Meeting Update - Superintendent Shawnterra Moore shared that on March 20, the first LCAP community meeting was held. She said, “...the main topics were focused on academic supports for students and a lot of conversations on the input for academic and career planning for our community.” The next meeting will take place on April 24 at the SSFHS library, from 6:00 to 8:00 p.m.

b. Honoring Maya Thompson - Dr. Moore reported that ECHS student Maya Thompson was recently honored as one of the San Mateo County 2024 *Women's Hall of Fame and Young Women of Excellence!* She was not able to attend this meeting and will be recognized at the April 11 meeting.

L. STUDENT TRUSTEE REPORTS

1. Jeremiah David, the ECHS ASB Vice President, filled in for Student Trustee Jamie Wong and highlighted the following recent and upcoming events at his site; Last week, the spring play was held; last night, a track senior night took place to honor and celebrate the contribution of their outstanding Colts; and today, to honor International Transgender Day of Visibility, students wore pink, white, or blue to show their support for transgender individuals and promote visibility and awareness. “With these colors, we also honor the resilience, strength, and contributions of transgender people in our communities.”

He wished everyone a happy and safe spring break.

2. Ira Sergio, Fall Student Trustee and ASB President SSFHS, shared the following news from her school; On March 18, ASB Executive Officers, the AVID team, and counselors visited Alta Loma MS and reached out to 8th

graders to recruit future freshmen for ASB; On March 21, the annual Special Olympics were held with teams competing against one another supported by students and the Cheer Team; Today, the annual Day on the Green was held with a beach theme; The spring musical, *The Little Mermaid*, is taking place April 11 through April 13; and Prom is being held on April 13 at the Pearl in San Francisco with the theme of 'Happily Ever After'.

She wished everyone a happy and restful spring break.

M. PUBLIC COMMENTS

Jocelyn Ward, a Martin ES teacher, spoke about caps on class sizes, especially in 4th and 5th grade. Many of these classes have 32 or more students compared to a K-3 classroom. The extra work for teachers includes more parent teacher conferences, more tests and papers to grade and provide feedback on, more mandated assessments to administer, and more report cards to complete with individualized student comments. "With smaller class sizes, teachers can dedicate more time and attention to each student. This allows for better understanding of students' learning styles, strengths and areas of growth. In larger classes it's challenging for teachers to provide the individualized attention students need, leading to frustration for both the teacher and student. This also leads to teacher burnout...I urge you to consider having class size caps across the District, especially in our Title 1 schools..."

Steve Patani, a 30-year employee, spoke about the elimination of an accelerated math program in 7th grade. He asked why it would be removed since "...it's been a successful class and kids have benefited from that as they go on to algebra in grade 8..." "The rationale I was given was to provide more opportunity for electives." "When we have this class, kids elect it because it's in their best interest and they're ready for this class."

Denise Steffey, a Los Cerritos ES reading specialist, spoke about retaining Interim Principal Pang-Maganaris and discontinuing combination classes. She complimented Dr. Pang-Maganaris for her vision which encourages academic excellence. At her site, they have had combination classes for the last four years. "I know that this Board has set equity as a goal for the South City students. Combination classes are not an equitable practice. They place students who are already at risk in classrooms where the teacher will have a hard time meeting their education and social emotional needs. In a combination classroom, the teacher has to meet the educational standards of both grade levels. There is no way to develop concepts as completely as in a single grade level classroom." She observed, "...that student cohorts that are close to grade level when they leave me lose the gains they have made when a combination class is used. Student achievement has decreased in the combination setting."

Tim Lisk, a parent, spoke about discontinuing accelerated math at Alta Loma MS. He said, "According to the District's core values, equity is the North Star, and we expect our students to have the potential to learn and excel. We hold them all to high expectations, and we recognize the importance of adapting to their individual needs." He said he

finds it difficult to justify eliminating this program which is achieving the goals. He asked what the District is doing to offer accelerated programs at the other two middle schools.

Melinda Joly, a parent and employee, spoke about the Alta Loma MS 7th grade math program being eliminated. She expressed concern that her children won't have the same advanced class opportunities that their predecessors had when they reach that grade level. "My Portrait of a Graduate is of a student that is a very hard worker, and taking away the opportunity to do so puts our entire District at a disadvantage."

Amanda Sterner, a Los Cerritos ES teacher, spoke about her principal, class size caps, and combination classes. She said Dr. Pang-Maganaris has made an incredible difference in the school community and she would like her to be considered for the position. Regarding class size caps, she said it is more than the number of students, but how many of them have IEPs, have challenging behaviors, or are newcomers. She said having combo classes every year since 2017 has been at the expense of teachers' time and retention. "When you're in a Title 1 school, it should be the exception, not the rule, and right now it is being the rule."

Leticia (no surname given), a parent and employee of San MateoUHSD, commented on a Nextdoor post which alleged that a teacher was abusing special need students. She asked if there is an investigation happening on this. "I would also like to note that as mandated reporters, we are legally bound by law to report any sort of abuse that is occurring in our classrooms." She thinks special needs and English Learners are often a forgotten population, and someone needs to advocate for them. She said an investigation needs to be launched and it should be transparent with the community.

Barbara Hahn, an Alta Loma MS math teacher, said Project Lead the Way for middle school electives should not replace the accelerated math option for 7th graders. "There is room for both, and we should have both. Isn't that why we eliminated the old block schedule for more electives?" She thinks not supporting this class is not a great Board decision.

Richard Harmon, a parent, spoke about advanced math at Alta Loma MS. "I think it makes absolutely no sense to take away opportunities to excel." "I feel that schools should be working to lead in academics, not potentially pull down others." He asked the Board to help the students lead in math to make them competitive.

Thomas Blochberger, a SSFHS teacher and CTA representative, spoke about the current bargaining between SSFUSD and SSFCTA. He said the two factors which keep teachers in the District are being able to afford living here and enjoying their work with students. He noted one item being discussed in negotiations is teacher safety. He said teachers are not kept informed of any interventions or consequences which have taken place once they submit an electronic student behavioral referral. Regarding teachers being threatened by students, he stated, "It is essential that security be maintained at every school site, to ensure that we are providing an environment conducive for learning for our students and are keeping everyone safe." "Many of the offending students involved in these incidences have been allowed to remain on the campus. The District

approach has been to try and counsel these students.” He asked the Board to re-examine the suspension expulsion policies to keep everyone safe.

Grace Rhee, a parent and Alta Loma MS teacher, said Assistant Superintendent Keith Irish met with teachers and explained the rationale that eliminates the 7th grade math course. “I understand one of the main reasons for taking away access to advanced courses is to provide more access to the electives.” She was told both options do not work with the master schedule. “You cannot state it just doesn't work with the schedule on a major decision like this that will affect a huge number of students.” “This is not about eliminating the summer math course anymore because that has already been taken away. Please don't allow advanced courses to be taken away as well.”

President Lujan thanked the speakers for their comments and asked Dr. Moore to speak about the District response when a concern surfaces. Dr. Moore thanked the community for their feedback and advocacy. “I also want to make sure our community is clear that any time the District receives a complaint or a concern, we respond quickly ...and then, of course, we communicate as much information as we are able to, to our families...” without violating any due process rights. “Again, any time information is brought to our attention, we do respond to that information in the ways which we are supposed to.”

President Lujan asked Mr. Irish to speak about an informational meeting regarding 7th grade advanced math. He thanked the speakers for their input, the middle school teachers at the March 20 meeting, and said they are looking at all the feedback. He will schedule a Zoom informational meeting on April 10 for all parents, K-12, “...so we can talk and I can share rationale and share what the decision is with the community.”

N. INFORMATION ONLY PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Los Cerritos Elementary School

Interim Principal Robin Pang-Maganaris shared educational priorities and programs at Los Cerritos ES. She said the school year had a rocky start but they are on fire now and doing well. During her presentation, she recognized the following parent volunteers who will receive certificates of appreciation from the Board: Lourdes Castaneda, Maria Cobian, Bianca Coleman, Karin Gomez, Tina Jang, and Marcela Martinez.

District vision and LCAP Goals/District Priorities

Interim Principal Pang-Maganaris said their efforts this year are prioritizing LCAP Goal #1 Academic Achievement and Goal #3 Student, Parent, and Community Engagement.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience. Interim Principal Pang-Maganaris said they are focused on the GPS and navigation system of the car.

Demographics

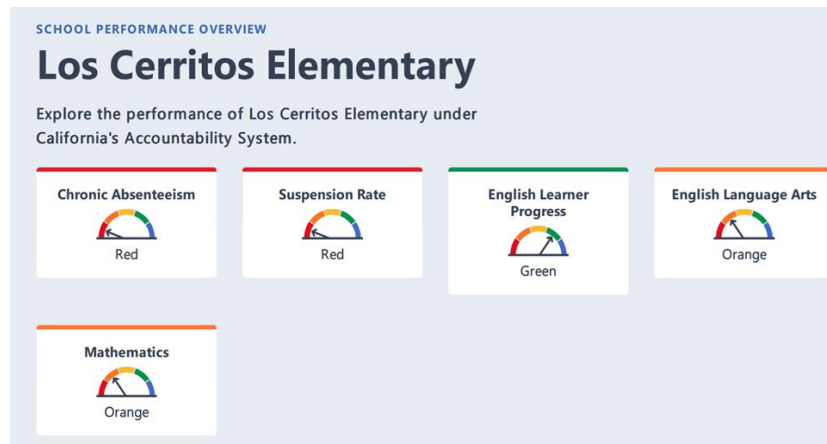
Of the 316 total students, 52% are male, 47% are female. 45% are identified as English Language Learners (ELLs), 64% are socioeconomically disadvantaged (SED), and 23% are Students with Disabilities (SWD).

The Los Cerritos ES student population is predominantly Hispanic/Latinx at 67% being the largest group.

Staff

Interim Principal Pang-Maganaris acknowledged her staff and said they are passionate, kind, caring and go above and beyond every day.

2023 California Accountability Dashboard Data



Data in Detail

Indicator	Los Cerritos	District
Chronic Absenteeism	39.4% of 325 children +1.25%	21.3% -3.3%
Suspensions	3.6% +2.3%	3.9% +1.3%
English Language Arts	-53 PBS - 7 decline	-3.3 PBS -1 decline
Mathematics	-59.3 PBS -11.6 decline	-32.8 PBS -3.3
English Learner Progress	49.4% grew 1 level +5%	46.9% -6.3%

Interim Principal Pang-Maganaris noted that there are many red and orange ratings for the school. A bright spot is English Learner Progress where 49% of ELLs grew one level and Los Cerritos ES scored higher than the District. She thanked her staff, especially the bilingual paras who work with the newcomers for this success.

Attendance Data

Chronic Absenteeism

Satisfactory	46.5%
At risk	31.0%
Moderate chronic	20.3%
Severe chronic	2.2%
Extreme chronic	0.0%

Interim Principal Pang-Maganaris said one of the biggest things they need to overcome is absenteeism.

Attendance Rates by Month

The rate in August was at a high of 95.7% (green level) and for March is 93.3% (yellow level).

SPSA Goals

The site’s SPSA goals were not established until January of this year, so Interim Principal Pang-Maganaris considered what they could realistically accomplish by May 2024.

- English Language Arts
 - The percentage of students able to meet grade specific **reading stamina level will increase by 50%** from baseline data collected on February 1, 2024.
- English Learners
 - 50% of English Language Learners will **increase their ELPAC score** by one level on Spring 2024 assessments from their Spring 2023 assessment.
- School Climate
 - The percentage of students who are **chronically absent will decrease by 10%** from May 2023.

Strategic Actions and Initiatives

Interim Principal Pang-Maganaris reviewed the new processes to achieve their goals.

- ELA - Reading each night, reading one hour a day, sending books home, and building classroom libraries
- Truancy - On time every day, at school every day
- ELL - Dramatically increasing student English proficiency, Collaborative Inquiry Cycles, partner shares, and academic vocabulary

- Building Family Involvement - Increasing visibility, parent connections, and parent communication

Community Engagement

Interim Principal Pang-Maganaris said the first School Site Council was held in January with 25 parents in attendance. They have also hosted ELAC and PTA meetings. 31 parents participated in a recent Parent Café where they connected with one another and built relationships to learn how best to parent and raise engaged, passionate learners. She is holding events including a family potluck and movie nights and writes a weekly letter to encourage parent participation.

Interventions and Support

These interventions and support help focus to build academic achievement.

- K-2 SIPPS small groups for phonics instruction
- Reading Specialists meet with students five days a week
- Bilingual paras work with newcomers to build their English language skills

Trustee Patricia Murray told Interim Principal Pang-Maganaris that she loves her joy and enthusiasm. She congratulated her on the ELL progress and perfect attendance. “Everything you do has building community...” “I think kids learn better when they're part of a community.”

Trustee Mina Richardson said she appreciated the excitement and energy Interim Principal Pang-Maganaris brings to the school. The progress in a very short time is apparent. Repeating everything she wants to achieve with them keeps the students engaged. “Everybody in the community knows you're stressing reading to the children in Spanish and in English.” Trustee Richardson credited Interim Principal Pang-Maganaris for capturing the children’s imagination and dedication and appreciates the good work.

Vice President Anthony also complimented Interim Principal Pang-Maganaris for her presentation and enthusiasm which is welcoming and engaging for her community. She is glad to hear about the progress with the Parent Café. She said, “...it's wonderful watching parents learn to advocate for themselves and what their children need, and I'm glad that you could facilitate that.” “Los Cerritos is our only school that I think is projected to grow in demographics, so maybe some of those problems with double classrooms will be resolved.”

President Lujan thanked Interim Principal Pang-Maganaris for the energy and enthusiasm she brings to her job each day.

**b. Teaching and learning presentation:
District's Child Development Program (CDP)**

Coordinator Eric Claybon shared information on the District's Child Development Program. The Children's Center grew out of a need for childcare during WWII and has been serving families since 1943. Currently, the half-day State preschool program offers subsidized services, funded by the CDE, the SMCOE, and the Department of Social Services. The program also offers limited preschool spaces to full cost families.

District vision and LCAP Goals/District Priorities

Mr. Claybon said the Child Development Program's Mission and Vision are aligned with the District's Vision, LCAP Goals and District Priorities.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience. Mr. Claybon said they are focused on the seats (curriculum) and the wheels (systems of assessment).

Communication

Mr. Claybon said they are consistently communicating with the parent community in ways that are honest, transparent, and professional. The CDP uses the following tools to communicate classroom program information:

Learning Genie is an innovative tool, an app that connects the District's program to parents and families. Families can receive program information as well as their children's reports including photos, reminders, events, and school updates in real time.

Remind 101 provides the opportunity to send a text message update and/or reminder to parents for upcoming events or in case of an emergency.

Zoom has been a very effective communication platform. Through Zoom they have and continue to conduct parent orientations, parent/teacher meetings, which are held two times a year, monthly Parent Advisory Committee Meetings, parent education meetings, and CDP staff meetings.

Assessment Tools

To assess academic and developmental achievement in early education and determine the program's quality and overall goals, the following three primary assessment tools are utilized:

Desired Results Developmental Profile (DRDP)

This tool is used to assess student knowledge, skills, and developmental levels.

Early Childhood Environment Rating Scale (ECERS)

A classroom assessment tool designed to measure the quality and overall effectiveness of the classroom environment.

Classroom Assessment Scoring System (CLASS)

This tool assesses the quality of teacher interaction and in a center-based preschool program.

County, City, and District Partnerships

Mr. Claybon reported that the CDP has established a wealth of professional relationships that continue to be valued and appreciated. These partnerships include the CDE, the SMCOE, The Big Lift, the City of SSF, Skyline College, California Department of Social Services, the Peninsula Humane Society and SPCA, and the SSF police and fire departments.

Program Locations

There are four **licensed preschools** serving a total of 191 students at the Children’s Center, Hillside Child Development Center, Martin ES Child Development Center, and Southwood. CDP serves five full day preschool classes under State and County contracts. Two full day classes are at the Children’s Center, and three more are at the Hillside and Southwood campuses. Five-part day classes, are under a County contract. Three classes are at the Children’s Center, and two are at the Martin ES campus.

There are four **before and after school locations** with a total of 238 students at the Children’s Center, a subsidized program and the fee-based District Extended Day Care Program (DEDAP) serving students at Buri Buri ES, Skyline ES, Spruce ES, and Junipero Serra ES.

Staff Acknowledgement

Mr. Claybon recognized his dedicated staff including those who have been with the CDP for several years.

Parent Information and Participation

The CDP uses parent orientation meetings, parent education meetings, and the Parent Advisory Committee to connect with and inform their parent community. This year, they have restarted Parent Cafés, which were held in November and March. Mr. Claybon said, “The cafe provides parents an opportunity to meet in a gracious space, enjoy some refreshments, and some rich conversation where everyone’s voice is valued and everyone has the opportunity to both learn from and lead the conversation.”

Challenges

- Sufficient qualified staffing - they are working with the Human Resources team to creatively resolve current staffing issues.
- Sufficient operating space - with the addition of the Southwood site, the spacing issue has been **resolved**.

Fluent Seeds

Mr. Claybon shared that beginning this academic year, their preschool program adopted the Fluent Seeds framework as a pathway to transition them towards the science of reading. Nine training sessions were scheduled for 2023-24 for all preschools. “We are looking forward to continuing our work in Fluent Seeds to promote kindergarten readiness through the development of our children's oral language, emergent literacy, and social emotional skills.”

Trustee Richardson thanked Mr. Claybon for his wonderful work. She asked how he accommodates the TK students in the school sites. He replied that they serve a few TK students in their before and after school programs. She asked about staff training with Fluent Seeds. He said SSFUSD is in partnership with the Big Lift for Fluent Seeds training and will be increasing language and literacy through this process. Assistant Superintendent Irish added that Fluent Seeds is the program in which all big school districts need to participate. SSFUSD just submitted a new application for the Big Lift and some positions will help focus on the Fluent Seeds literacy program. “This is the first start as a district and the County, really trying to focus on alignment in terms of a literacy program.”

Vice President Anthony thanked Mr. Claybon on his presentation and also for serving on the JACCCMP. She commented that last year he spoke about staffing issues and getting parents into the pipeline. He replied that “...we did make every effort that we possibly could, and we just noticed that unfortunately, we didn't see the needle move as much as we had hoped.” A few candidates were interested, but really wanted to be noon supervisors on the campus. They are continuing their efforts in this area.

Trustee Murray thanked Mr. Claybon for sharing all the information. She said she loves his campus and children. She was surprised to see the many partnerships in place and having many people pulling for the kids.

President Lujan thanked Mr. Claybon for his presentation and his work with her on the JACCCMP concerning pipelines and staffing needs.

The Board recessed at 8:24 p.m. for a break and reconvened at 8:34 p.m.

2. BUSINESS SERVICES

a. Nutrition Services

Director Robert Chan provided an overview of the Nutrition Services Department including menus, program updates, projects and accomplishments, challenges, and next steps.

District Goals and Priorities

Director Chan said his department focuses on Goal #1, Academic Achievement to help raise student proficiency on the State assessment, and support students with proper nutrition.

CAR (Communication, Achievement, Relationships)

The SSFUSD car metaphor is a journey to excellence, providing students a superb learning experience. “The nutrition department is playing a supporting role, literally providing fuel to the students to support their learning.”

Organizational Chart

Mr. Chan shared the structure of the current Nutrition Services department. There are three vacant Nutrition Services 1 positions at Monte Verde ES, Alta Loma MS, and Parkway Heights MS.

Overview

- Universal Free Meals - all students continue to have free breakfast and lunch, regardless of their income and status.
- Second Chance Breakfast - this service is optional, but provides breakfast for students who were not able to eat in the cafeteria prior to school starting. It is available around 10:00 a.m. daily.
- Children Centers - meals and snacks are provided to these students
- Skyline Middle College - lunch is provided
- Meals are also distributed to all sites

Updates

- **Current Menu** - has changed from a three-week menu to a two-week cycle. Director Chan said the advantage is that this frees up more space for the inventory so students have more choices now.
- **New sodium target** - This school year the CDE established a new, more restrictive sodium target compared to last year. It required a reduction of 10% sodium on average, not single meals.
- **Food Recovery Program** - the District started this program last November with Peninsula Food Runners. Volunteers pick up leftover food and deliver it to churches and senior centers.
- **New Digital Signage** - this digital monitor displays the menu. It is

currently being used at ECHS and will soon be piloted at SSFHS. Students are able to see the menu from a distance while in line. A future use would be posting educational videos while they are waiting for their lunch.

- **Quality Improvement** - starting at Baden HS, hot packs placed at the bottom of the food containers help to maintain the food and keep it at a safe temperature.
- **Allergy Labels** - items are labeled for clarification and safety for students with food allergies. Meals with fish are being labeled since students and teachers say they cannot tell the difference between fish or chicken nuggets.
- **Vegetarian options** - more meal choices are being added.
- **Emergency Supply** - Due to incidents where a storm disrupts power, the milk becomes unsafe to serve. An emergency supply of shelf stable milk, which can last for up to a year, has been distributed to every site.

Accomplishments

As of February, there has been a 4% increase in meal participation in 2023-24, which equates to about 16,000 more meals. Director Chan the contributing factors include; adding the Second Chance Breakfast at Spruce ES (60-80 meals), creating a new service line at SSFHS (30 more meals), and the increase in Free and Reduced Meal applications (from 1,000 to 1,380).

Mr. Chan noted that with the free and reduced meals application, parents can receive additional benefits and the expanded learning opportunity programs is a big key for those families.

Challenges

- **Shortage of staff** – Mr. Chan is working with HR to resolve the issued and he has received more applications in the last few months.
- **Scratch cooking** - remains a challenge due to equipment and kitchen design that could be solved with a future bond project, kitchen renovations, and more equipment.
- **Wide range of food preferences** - Mr. Chan said the choices vary from one site to another and he is looking for a middle ground to try to serve everyone.
- **Share tables** - For food safety, unopened items are placed in a bin for other students to eat. This may not be practical at all sites since it does require a lot of staffing to supervise and monitor.

Next Steps

- Switching to compostable products
- Bringing back share tables to more schools
- Providing more vegetarian and non-dairy items as second options
- Continuing to increase meal participation by; introducing new menu items on a regular basis; promoting Free and Reduced Price Meal applications (such as in DELAC meetings with a Spanish translator); improving food service quality, adding freshly made food; and using taste testing surveys to collect data in the coming months. Current popular items are yogurt parfait, chicken wraps, and overnight oats.

Director Chan showed an example of compostable trays which will fit in reusable racks to reheat food in the oven.

Trustee Murray thanked Director Chan for his presentation and said it paints a picture of a great program. She asked the number of schools which have share tables. He replied there are two currently and ECHS will be the third next. He said, "The student group will be helping to manage the four bins, basically, and we're going to invite the County, because they are the ones who provide training and the bins." He has experienced some resistance after COVID due to the food contact surfaces, but it is getting better. Trustee Murray said she hates wasting food and looks forward to more share tables.

Trustee Richardson asked if the District was still preparing meals for one of the Christian schools in the area. Director Chan confirmed his department is not serving meals to any other schools. She saw the digital signage and said the meal depicted looked great. She asked if the shelf-stable milk is available to all students or only those who have milk allergies. He replied that type of milk is use for emergency purposes and children with milk allergies would be served either soy or almond milk.

Trustee Richardson questioned how potential food allergies are tracked. Mr. Chan said, "I would get notified by a parent directly or through the District nurses. They would send me messages about a new student coming on board, which allergy they have, and then I would forward to them the medical form. They would have to bring the form to the doctor, to list all the allergies, and the doctor will sign it. That's all the documents we're keeping track of in our system. Once we have that, we will send a message in the point of sale systems. Every time we scan a student's card, the message will pop up and tell us which allergy the student has." He acknowledged that site leads know the students best and are familiar with what allergies they have.

Vice President Anthony thanked Director Chan for his presentation and said she saw the Second Chance breakfast at Spruce ES. She

thought it was well received and provided time for students to socialize. She is pleased that more choices are being provided to students, especially vegetarian options. Mr. Chan said the USDA may propose a lower sodium requirement by 2025. Vice President Anthony commented on the taste test survey and hopes they will be able to accommodate the preferences.

President Lujan thanked Mr. Chan for his presentation. She complimented him on the flier he sent out about filling out the free and reduced meals application and all the benefits and ease of use. It was well liked. "I saw it in several other districts and staff saying, 'Hey, we should have something like this.', so good job."

O. PRESENTATION WITH POTENTIAL ACTION - None

P. CONSENT AGENDA

MOTION #45 (Murray/Anthony) to approve Item 1a, Minutes to the regular Board meeting, February 29, 2024; Item 1b, Children's Center CSPP QCSM 2023-24 block grant for \$2,275; Item 1c, Children's Center CSPP QRIS 2023-24 block grant for \$8,942; Item 1d, Children's Center CSPP QRIS 20234-24 block grant for \$13,884; 2a, Educational Services Director to travel to Atlanta, GA; Item 3a, Certificated Personnel Assignment Order; Item 3b, Classified Personnel Assignment Order; Item 4a, Purchase Order Listing, January 1 - 31, 2024; Item 34b, Warrant Register, January 1 - 31, 2024; Item 4c, Cash Receipts, January 1 - 31, 2024; Item 4d, Declaration of surplus items; Item 4e, Gifts to the District, March 2024; Item 4f, 2023-24 fundraising events; Item 3g, Professional service agreements under \$25,000. Motion Carried. (Unanimous)

ACTION

1. ADMINISTRATION

a. Resolution No. 24-07 for a Children's Center Continued Funding CSPP Contract for the 2024-25 School Year

MOTION #46 (Murray/Anthony) to adopt Resolution #24-07: To authorize designated District personnel the ability to sign contract documents. (AYES: Student Trustee Wong, Anthony, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Resolution No. 24-08 for National Child Abuse Prevention Month

Vice President Anthony read the resolution.

MOTION #47 (Murray/Richardson) to adopt Resolution #24-08: In support of National Child Abuse Prevention Month. (AYES: Student Trustee Wong, Anthony, Hsieh, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

c. Resolution No. 24-09 for Autism Awareness Month

Trustee Murray read the resolution.

MOTION #48 (Anthony/Murray) to adopt Resolution #24-09: In support of Autism Awareness Month. (AYES: Student Trustee Wong, Anthony, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

d. Approval of Chief of Strategy and Communications Position and Job Description

MOTION #49 (Murray/Anthony) to approve the SSFUSD Chief of Strategy and Communications position and job description to perform a vital role in driving the success of the multi-year Strategic Plan and advance the mission of the District along with other duties as assigned. Motion Carried (Unanimous)

2. EDUCATIONAL SERVICES

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

Vice President Anthony said some students have LCFF and she wondered how they are funded in other schools. Assistant Superintendent Irish replied “With the reading specialist the funding formula is each elementary school gets a full time. Then we looked at additional numbers.” He said four or five years ago, it was noted that Title 1 schools had a higher need and their second year it was increased to 1.4. After looking at the number of students a reading specialist serves, the LCFF is now funding 2.0 at Title 1 schools. Last year, with math an area of focus, each principal “...had the opportunity to take a 0.5 FTE and see if they want to offer just that position stand alone or combine it with site funds or additional other funds, gift funds, [or] LCAP supplemental funds...” Mr. Irish is proposing keeping this the same this year since several principals like staffing it at 0.5 FTE. He noted that schools have “...a lot of options but we would love to get to a place we don't have to spend so much money on intervention support. Obviously, we've got some work to do there but our interventionists and reading specialists are amazing. They work great with our staff.” He said the District is being careful and not proposing any new positions right now.

Trustee Richardson acknowledged the District's partnership with Genentech and their grant, which is helping "...our community reach these great goals that we are experiencing."

MOTION #50 (Richardson/Anthony) to approve the LCFF supplemental funded positions for 2024-25. Motion Carried (Unanimous)

b. Approval for SSFUSD Culinary Program Staff and Students to Cater an Event at the SMCOE

MOTION #51 (Richardson/Anthony) to grant permission for the SSFUSD Culinary Program staff and students to provide catering services at the SMCOE for The Collaborative Education Advisors event on April 25, 2024. Motion Carried (Unanimous)

3. HUMAN RESOURCES

a. Resolution No. 24-10 for Classified School Employee Week

Trustee Murray read the resolution.

MOTION #52 (/Murray/Richardson) to adopt Resolution #24-10: Designating May 19 to May 25, 2024, as Classified School Employee Week. (AYES: Student Trustee Wong, Anthony, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval of Variable Term Waiver

MOTION #53 (Murray/Anthony) to approve the Variable Term Waiver for Ritesh Sharma, a certificated employee at Parkway Heights MS, retroactive to March 1, 2024. Motion Carried (Unanimous)

c. Approval of Agreement with Consortium Training and Consulting Service Contract for 2024-25

MOTION #54 (Murray/Anthony) to approve the agreement with Consortium Training and Consulting Service to provide training services for the District to meet the July 1, 2024 deadline to adopt a comprehensive Workplace Violence Prevention Plan. Motion Carried (Unanimous)

4. BUSINESS SERVICES

a. Adoption of Resolution No. 24-11 To Appoint One Member to the Independent Citizens' Bond Oversight Committee (CBOC)

MOTION #55 (Murray/Anthony) to adopt Resolution #24-11: To appoint one member to the CBOC whose function is to review and report on the proper expenditure of taxpayers' money for school construction from the District's bond programs. (AYES: Student Trustee Wong, Anthony, Lujan, Murray, Richardson; NOES: None). Motion Carried. (Unanimous)

b. Approval to Authorize Business Services to Accept the Bid with Castle Fiber LLC for Site-to-Site Connectivity Services

MOTION #56 (Murray/Richardson) to authorize the Business Services Department to accept the bid from Crown Castle Fiber LLC, in the amount of \$203,040, for three years of site-to-site connectivity services between school sites and the District Office. Motion Carried (Unanimous)

c. Approval of Award of Contract to PLUM Architects for a Temporary Portable at Los Cerritos ES

Vice President Anthony asked if the price included the portable or only the planning. Mr. O replied it is only for the planning.

MOTION #57 (Anthony/Murray) to approve the award of contract to PLUM Architects, in the amount of \$49,600, to provide architectural services and bid documents to design a temporary portable at Los Cerritos ES. Motion Carried (Unanimous)

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

Trustee Richardson asked for a resolution for Dyslexia Month. (October is Dyslexia Awareness Month.)

April 11, 2024

- Teaching and learning presentation - Westborough MS
- Performance Management - NGSS/Genentech Presentation
- Williams report for 3rd quarter ending 3/31/24
- Resolution for Earth Day (April 22)
- Resolution for Day of the Teacher (5/7)
- Resolution for retirees

April 25, 2024

- Teaching and learning presentation - Parkway Heights MS
- Presentation on Math Adoption
- Approval of designated representatives to CIF
- Approval of SPSAs
- Approval of EL Master Plan
- Resolution honoring Asian Pacific American Heritage Month (May)

May 9, 2024

- Recognition for outgoing Student Trustee Wong
- Teaching and learning presentation - SSFHS
- Approval of the Board meeting calendar for the 2024-25 school year
- Approval for 5th graders to attend SMCOE Outdoor Education
- Approval of Graduates and Certificates of Completion - Baden HS, ECHS, SSFHS, and Adult Ed.
- Resolution for Fund 11 and Fund 14 account balances
- Approval of MOU with Legarza Sports for 2024-25
- Approval to continue contracts with Non Public Agencies (NPAs)

May 11 2024 – Special Meeting/Board Workshop *(District Office)*

- Board self-evaluation

May 23, 2024

- Teaching and learning presentation - Alternative Education
- 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 2024-25 budget
- Approval of Health Connected MOU for 2024-25
- Approval of the agreement with Remind for the 2024-25 school year
- Approval of the agreement with Newsela for the 2024-25 school year
- Approval of the agreement with BeGlad for the 2024-25 school year
- Approval of the agreement with SMCOE for Center for Learning Data Sharing
- Approval of Bill Savidge Facilities Consulting agreement for 2024-25
- Resolution in support of LGBTQ+ Pride Month (June)

June 6, 2024

- Presentation on 2024-25 LCAP draft plan
- Presentation on 2024-25 Preliminary Budget
- Approval of Dairy Products IFB Rollover for 2024-25
- Approval of Fresh Produce RFP Rollover for 2024-25
- Approval of Distribution of Processed USDA Foods Bid Rollover for 2024-25
- Approval of Commercial Food and Supplies award for 2024-25
- Public Hearing 2024-25 LCAP draft plan
- Public Hearing 2024-25 Preliminary Budget
- Approval of Local Indicators
- Approval of SMCOE Induction Program agreement for 2024-325
- Approval of updated Board Governance Handbook
- Approval of Board of Trustees Compensation increase for 2024-25
- Approval of Skyline Middle College MOU for 2024-25
- Approval of Scoot Education MOU
- Resolution on Budgetary increases and year end transfers

June 20, 2024

- Presentation on YSB Counseling and Safe School Advocates Services and approval for 2024-25
- Presentation on SLO MOU with student data
- Presentation and approval of Board priorities for 2024-25
- Information on Daybreak Mental Health and approval of MOU
- Approval of SMCOE Outdoor Education dates for 2024-25
- Approval of Paper Education Company agreement for 2024-25
- Approval to increase facility use fees for 2024-25
- Approval to increase District rental/leasing rates for 2024-25
- Adoption of 2024-25 LCAP
- Adoption of 2024-25 Preliminary Budget
- Approval to continue NPS contracts for 2024-25
- Resolution on Education Protection Account Funds

SUMMARY OF BOARD DIRECTIVES

1. Agendize a resolution for Dyslexia Awareness Month in October.

GOOD AND WELFARE

Trustee Murray reported that she attended the Skyline College President's Breakfast, a fundraiser which supports the Promise Program that helps students with every kind of expense so they can attend college. She attended the SMCSBA meeting with a presentation on multi-tiered systems of support to ensure students get what they need in their education. Dyslexia was also discussed at the meeting. She also attended ECHS's PTSA meeting which had a presentation on trades and the Kiwanis Caribbean Night with Vice President Anthony.

Trustee Richardson also attended the SMCSBA meeting with a focus on dyslexia and the science of reading. Last night she saw the Showcase of Bands and was told that for this and future events, the District is transitioning to QR code payments.

Vice President Anthony attended the Kiwanis Caribbean Night and had a wonderful time. She said two SSFHS Key Club members were also there and acknowledged the service that the Key Clubs do in the community.

President Lujan spoke to high school students at the Youth in Government Day this morning. She said, "...it was really nice to have an opportunity to sit and talk with our high schoolers about their college plans and their dreams and their goals." She announced that she will not run for her seat on the Board (when her term expires this year) and said "My career goals just don't really align with me staying on the Board. One day I hope to be a colleague along with Dr. Moore and you can't be a superintendent and a board member." "...it has been a pleasure and an honor serving with this team, and I look forward to serving out the rest of my term with this incredible team."

ADJOURNMENT - 9:20 p.m.