



SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

398 B St. South San Francisco, CA 94080

(650) 877-8700

www.ssfusd.org

Dr. Shawnterra Moore, Superintendent

South San Francisco Unified School District and City of South San Francisco

Special Subcommittee Meeting 398 B Street, South San Francisco Board Room

Tuesday, September 3, 2024
2:30 p.m.

The community is invited to participate in this meeting in-person.

The Board meeting will be streamed live and you can view it by visiting this web page streaming link:

https://ssfusd-org.zoom.us/webinar/register/WN_0xqGe3B2SW6uAsT033WHrQ

(The link will be active shortly before 2:30 p.m. on September 3)

- A. CALL TO ORDER - 2:30 p.m.**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. PUBLIC COMMENTS**

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/citysubcommittee09032024> beginning at 3:00 p.m. on Thursday, August 29, until 9:00 a.m. on Tuesday, September 3. These comments will be read by sub-committee members and posted on the District website's 2024-25 Board meetings page at: <https://www.ssfusd.org/apps/pages/meetings>

Special Meeting Comments:

In accordance with the law, the Brown Act, during special meetings, public comments are limited to only those items on the agenda.

Board of Trustees

Amanda Anthony · Chialin Hsieh · Daina R. Lujan · Patricia A. Murray · Mina A. Richardson

MATTERS FOR CONSIDERATION

- 1) Motion to approve the minutes of the May 7, 2024 meeting
- 2) Update from Public Works on grant applications and traffic Improvements – SSF
- 3) Fire Department update on CPR and Bleeding Control Trainings at ECHS and SSFHS – SSF
- 4) Request to consider a Walking Bus concept program – SSF
- 5) Sunshine Gardens Park status – SSF
- 6) Updates on After School Recreation Program (ASRP) / Expanded Learning Opportunities Program (ELOP) – SSF/SSFUSD
- 7) Consideration of meeting time change to evening beginning December 3, 2024 or 2025 – SSF
- 8) Upcoming events, including State of the City - SSF

ADJOURNMENT

Pursuant to Government Code 54954.2, Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, should contact Joanna Marcelino, Senior Executive Assistant to the Superintendent, at least three working days prior to the meeting at (650) 877-8705. Notification in advance of this meeting will enable the District to make reasonable arrangements to ensure accessibility.

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board, Meetings*).

A recording is made of the Open Session of each meeting. Telephone--(650) 877-8705, or e-mail: jmarcelino@ssfusd.org

Board of Trustees

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MINUTES

SPECIAL MEETING

SCHOOL DISTRICT LIAISON STANDING COMMITTEE OF THE CITY COUNCIL

TUESDAY, MARCH 07, 2024
2:30 p.m.

**City Hall, City Manager's Conference Room
400 Grand Avenue, South San Francisco, CA**

CALL TO ORDER

2:30 p.m.

ROLL CALL

Vice Mayor Flores, present
Councilmember Addiego, present
Board President Lujan, present
Board Clerk Hsieh, present

AGENDA REVIEW

No changes.

PUBLIC COMMENTS

None.

MATTERS FOR CONSIDERATION

1. Motion to approve the Minutes for February 06, 2024.

Motion – Board President Lujan / Second – Board Clerk Hsieh: to approve the minutes. The motion carried unanimously.

2. Youth In Government Program Update. (Devin Stenhouse, Diversity, Equity, Inclusion Officer)

City Manager Ranals noted Dr. Moore was unable to be present.

DEI Officer Stenhouse presented the update on the 2024 Youth in Government Program. He reviewed the outreach efforts, application process, and program events. He also shared feedback received to include exploring the possibility of hosting the program in the fall, reverting to Wednesday meeting dates, including home schooled students, altering the program application, reviewing vetting procedures and including a practice mock meeting.

Board President Lujan inquired the impact on staff if program moved to fall, DEI Officer Stenhouse noted departments will be impacted one way or another and noted that every other year elections are hosted.

Councilmember Addiego shared his support for a practice mock meeting so that students could prepare for the regular mock meeting noted the importance of investing into the program and having the Council contribute.

Vice Mayor Flores suggested exploring QR code for applications and social media for program promotion. He also inquired about the breakdown of juniors vs seniors. DEI Officer Stenhouse shared most participants were seniors. Vice Mayor Flores also suggested hosting an evening reception to invite family members to celebrate students and that the findings should be presented to the School Board.

3. Family Resource Center at South San Francisco High School Update. (Marcos Garcia, Director)

Education Services and Special Projects Director Garcia shared intake interviews were conducted, and findings indicated that families have direct needs. The School District is exploring a one-stop shop to provide newcomer services to families and students that would include goods, clothing, food and agency linkages. A visit to SOMOS Mayfair Family Resource Center in San Jose served as an example to what a family resource center in South San Francisco could look like. A location is currently being explored however, a classroom at South San Francisco High School is currently being utilized. Director Garcia inquired about the potential of the recreation center next to Martin Elementary School.

Vice Mayor Flores thanked Director Garcia and highlighted the synergy in our community. He shared the significance in connecting with Economic and Community Development Director Selander to discuss some of the services the City is currently offering at the Economic Advancement Center for cross support.

Director Garcia invited all to attend the Portrait of a Graduate on May 22, 2024 from 5-8 p.m. at Baden High School.

4. Discussion on Workforce Housing at Foxridge. (Nell Selander, Economic Community Development Director)

ECD Director Selander shared that staff commissioned a study in 2018 exploring a development at the site. She shared the City is looking to continue engaging in discussions to explore affordable housing and noted the time it may take to see progress.

5. SSFUSD Strategic Plan Update. (Dr. Shawnterra Moore, Superintendent)

Assistant Superintendent of Business Services O provided an update noting that the strategic plan was approved in February. He shared the five priorities to include: Providing Exceptional Instruction, Engaging Students, Establishing Purposeful Partnerships, Empowering Educators and Creating Equity-Centered Systems.

6. Childcare MOU Status Update. (Greg Mediati, Director of Parks and Recreation and SSFUSD)

Director of Parks and Recreation Mediati shared an update on the sites and number of children served. He noted a change in the MOU includes a request for the City to pay for utilities at spaces used and shared discussions are occurring to gain clarity. He also noted that it may be appropriate to define a five-year term.

Assistant Superintendent O added that it has been a great working relationship and the goal of updating the MOU was to ensure flexibility and efficiency.

Councilmember Addiego inquired about the current need and Director Mediati provided the number of individuals waitlisted. Lujan inquired about flexibility surrounding site construction and Director Mediati indicated there was.

Vice Mayor Flores noted that Paradise Valley Clubhouse is still operating and serving children. Councilmember Addiego noted inquired about the operating hours. Recreation Program Manager Armanino shared the operating hours were after school on Mondays-Fridays from 3-6 p.m. and morning programming is being explored.

7. Bond Project Schedule Update - Westborough Middle School Traffic Queuing Project. (SSFUSD)

Bond Program Director Lori Shelton shared a meeting occurred with partners to discuss potential options for an initial draft. She stated the design team is working on an option that should be reviewed by the end of the week. She indicated once designs are solidified, then updates would be provided upon approval.

8. School Resource Officers (SRO) Update. (Scott Campbell, Police Chief and SSFUSD)

Chief Campbell stated data is being gathered to prepare an annual update for the council. He noted that two programs were brought back this year to include Every 15 Minutes and Project Youth Enrichment Services (YES). He also stated the program was offered to all schools and implemented in those that were interested.

Board President Lujan and Board Clerk Hsieh thanked the City for funding these programs to ensure students enjoy them.

9. Traffic Calming Projects Near Schools Update. (Eunejune Kim, Public Works Director)

Director Kim shared there were three walk audits were conducted with Alta Loma, Buri Buri and Park Way Schools. He also shared that one bid was received for the reducing speed limits improvement project. He noted the process is being reviewed and there is discussion to potentially reject the bid and rebid. Senior Engineer Chou stated speed limits around schools are being reviewed to be reduced to 15 MPH and grant opportunities are being explored. Vice Mayor Flores noted the San Mateo County Board of Supervisor are discussing the change of speed limits near school zones and thanked former Mayor Karyl Matsumoto for spearheading the Safe Walk Audits.

10. Westborough Preschool Project Update. (Jacob Gilchrist, Capital Projects Director)

Director Gilchrist shared the City is embarking on a plan to improve Westborough preschool by doubling the classrooms. He noted the location of the playground may need to be moved to allow for design and safety. He stated the item would be brought to the Council for approval of the contract with architects on May 22 and anticipate the facility to open in 2027.

City Manager Ranals noted the project is funded by childcare impact fees and is supported by Representative Kevin Mullin.

11. Summer Big Lift Program Update. (Valerie Sommer, Library Director)

Director Sommer provided an update on the Big Lift program. She shared the program works with pre-k through 3rd grade families to achieve goals and provide literacy support throughout the summer to include skill building, field trips, and community engagement. The program is hosted at Los Cerritos Elementary School and Spruce Elementary School from June 12-July 12.

12. Summer Youth Internship Program Update. (Leah Lockhart, Human Resources Director)

Director Lockhart provided an update on the Youth in Government program. She noted that the City received 108 applicants, 60 applicants will be selected by lottery to participate in the interview process, and 17 will be hired for internships within the City of South San Francisco. She reviewed the process and timeline and stated the program will begin June 10 for 6 weeks. She shared the program would include tours of facilities and optional CPR training.

Vice Mayor Flores requested to agendaize the consideration of moving the quarterly meetings to 5:30 p.m. and to include a zoom livestream option.

ADJOURNMENT

Being no further business, Vice Mayor Flores adjourned the meeting at 3:29 p.m.

Submitted:

Approved:

Jazmine Miranda, Assistant City Clerk
City of South San Francisco

Eddie Flores, Vice Mayor
City of South San Francisco

Approved by the School District Liaison Committee: ____ / ____ / ____