

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of August 15, 2024

SSFUSD Equity Definition

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

A. CALL TO ORDER

CLOSED SESSION - 6:30 p.m.

1. Conference with Legal Counsel – Anticipated Litigation Pursuant Government Code §54956.9(d):
 - One (1) Case

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

B. ROLL CALL

Board Members:	Ms. Amanda Anthony - Present Dr. Chialin Hsieh - Present Ms. Daina Lujan - Present Mrs. Patricia Murray - Present Mrs. Mina Richardson - Present Ms. Jamie Wong, Student Board Member - Present
Cabinet Members:	Dr. Shawnterra Moore, Superintendent - Present Mr. J. Marwan Hannon, Assistant Superintendent, Human Resources and Student Services - Present Mr. Keith Irish, Assistant Superintendent, Educational Services and Categorical Programs - Present Mr. Ted O, Assistant Superintendent, Business Services - Present

C. PLEDGE OF ALLEGIANCE - was led by President Daina Lujan

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

MOTION #24 (Anthony/Murray) For Item #1, to reject a claim filed against the district pursuant to Government code §54956.9(d). Motion Carried (Unanimous)

F. REVIEW OF AGENDA

Superintendent Dr. Shawnterra Moore requested to pull Information and Discussion 1a and Action Item 2a.

G. PTA COUNCIL REMARKS

President Lauren Kitchen welcomed everyone to the new school year. “On behalf of the PTA, we would like to say happy first day of school to all of the students, families, teachers, and administrators. I have two kids that started in 7th and 11th grade this year, so it's exciting to have the kids go back to school.” Ms. Kitchen also highlighted a notable achievement, “This is the first year in many years where we start off the year with the minimum number of people to have PTAs at every single school. Some are very small and some have more than 10 people, but there is always room for more leaders at every school.” She mentioned having an amazing group of people who have committed to serving on the PTA including some being their first time on the PTA Board. There are also members who do not speak English as their first language and most members work full-time sacrificing a lot to improve their school environment and experience for their students. Ms. Kitchen expressed her gratitude to the PTA members who have stepped into leadership roles and encouraged those who have not volunteered on the PTA before to get involved. “You can join any PTA in the district. If you go to the website jointotem.com you can find all of our PTAs there and join. It's a great way to get to know people at school to support the teachers and most importantly make your own children proud.” Ms. Kitchen highlighted bright spots that have set a positive tone for the start of the year. At Los Cerritos, the PTA prepared welcome packets and assisted teachers with classroom setup. At Martin, they provided lunch for the teachers. At Skyline, they hosted a luncheon and helped with school supply drop-off. At Spruce, PTA leaders participated in the TK welcome day and gave a presentation to families. At Buri, they hosted a kindergarten meet-and-greet and provided lunch for teachers. At Monte Verde, they provided lunch for teachers, held a breakfast mingle with parents, and have an ice cream social planned. At Ponderosa, they gave Giants game tickets to teachers, decorated the school to welcome families, hosted a welcome breakfast, and have a special treat planned. At Junipero Serra, they provided a welcome breakfast for staff. At Sunshine, they held a parent meet-and-greet with coffee and donuts. At Alta Loma, they assisted with volunteers for new student orientation. At Westborough, they are

providing lunch for teachers. At Parkway, they participated in orientation, connecting with many new families, and plan to offer coffee and donuts for teachers in the coming weeks. At El Camino, they participated in freshman orientation last week and hosted a breakfast meetup for new parents and families. Lastly, South San Francisco provided lunch for teachers while they set up their classrooms and underwent training. “So thank you to the many volunteers who made that happen and made the teachers feel special and we appreciate all of you.”

H. STAFF ASSOCIATION REPRESENTATIVES’ REMARKS

South San Francisco Federation of Adult Educators – None

South San Francisco Classroom Teachers Association - President Shari Giusti mentioned that she had not had time to prepare a speech due to the busy first day of school. She noted the children had a great time and loved it. Ms. Giusti expressed her enthusiasm for the year ahead, particularly in working with everyone and engaging in the class size discussions that the union and cabinet have decided to make a committee for. She noted while adjustments take time, there are concerns from Title I schools regarding high numbers in fourth and fifth grades. Despite compensation, classes at these schools can reach 34 students, which remains stressful and hopes to address and resolve this issue for both secondary and elementary levels this year. Ms. Giusti also shared her position this year is increasing in time, “I am out of the classroom for union work 20% last year but 40% this year.” She continues to plan on visiting all sites to gather input from teachers about their experiences and ideal conditions in South San Francisco. “So since I am asking those questions and I know that it is in line with what you're doing with Portrait of a Graduate, feel free to connect with me and I will hopefully be able to work with all of you and we can share that information and work together to get what a Portrait of an Educator might look like this year.” She wished everyone for a wonderful school year.

California School Employees Association Chapter 197 – President Jolene Malfatti shared CSEA has not had their first meeting this month however, there are items that align with CTA President Giusti’s classroom concerns. “We were also thinking about how the lack of parent educators impacts the teachers. I remember when I started many decades ago in our district, every teacher had a classroom aide.” However, due to a budget shortfall, most staff were laid off. She noted that with moderate to severe students now back in the classrooms, there is an increased need for additional support. “I think we're about maybe a little more than 70 paras short, quite a few paraprofessionals, and I hear nothing but concerns every week about how more of them want to quit and go to Burlingame, where they're paid more.” Ms. Malfatti mentioned there has been increased scrutiny of the paras' stipends, which has heightened their concerns. She hopes the district doesn't lose any more staff and is sharing this hoping the district can address the issue with cabinet or HR for a resolution. “I think the only thing that's going to resolve it truly is

to raise their pay and not to be scrutinizing of their stipends.” Ms. Malfatti questioned whether the district is saving money by reintegrating severe students, considering the injuries some paras sustain. She expressed she is looking forward to a positive year and mentioned that Board President Lujan will be missed noting, “You’re a very, very good school board member.”

- I. **PERSONNEL COMMISSION** - Assistant Superintendent J. Marwan Hannon reported that the next Commission meeting will take place on August 19, 2024.

- J. **ITEMS FROM THE BOARD**

Vice President Anthony announced the Board Facilities Subcommittee meeting is scheduled for next Thursday in the Board room.

Trustee Richardson announced that the secretary of the County Committee of School District Organization has resigned. This year, Jared Prolo will lead the committee.

- K. **SUPERINTENDENT’S REPORT**

- a. **Introduction of Student Trustees and ASB Presidents** - Superintendent Dr. Moore introduced this year’s Student Trustees. Jamie Wong, The ECHS ASB President will serve as the Student Trustee this Fall and Josephine Harsana, the SSFHS ASB President will be the Student Trustee in the Spring. They will both be reporting out on events at their schools during the Board meetings. They will also provide the student perspective on issues that arise throughout the school year. She expressed appreciation and gratitude for their participation in a very productive and engaging orientation last week, and she and the Board are all very excited to work with the both of them.
- b. **Welcome Back remarks** - Superintendent Dr. Moore welcomed back the community members, students, families, and staff to another year. She shared she was engaged in a collaborative administrator retreat a few weeks ago with school and district leaders. At the retreat, they worked to align professional learning and leadership with the strategic plan and Portrait of a Graduate (POG). She mentioned last week was a welcoming orientation for new district educators noting, “It was engaging, inspiring, warm, and welcoming.” Dr. Moore also shared about the kickoff event “Where we shared our vision, acknowledged the shared journeys that we’re on together, seeking to collectively reach the summit representing our POG outcomes.” The event featured a keynote speaker who many appreciated and enjoyed her presentation, which was inspiring and provided a variety of ways to exemplify instructional shifts that appealed to our community. School sites have since delved deeper into the POG and are already generating ideas to bring it to life. She mentioned school board members

and the cabinet visited schools for the first day of instruction noting, the atmosphere was “electrifying, joyful, welcoming and warm.” She shared some quotes she received from school leaders, one being “Community is our strength.” It was a wonderful first day of school.

- c. **Update on WASC Accreditation – Adult Education** - Superintendent Dr. Moore shared that South San Francisco Adult Education has been reaffirmed for accreditation through June 30, 2026. “I wanted to congratulate our Adult Education staff, students, families and community and administration on a job well done, we're very proud of you.”

L. STUDENT TRUSTEE REPORTS

1. Jamie Wong, Fall Student Trustee and ASB President El Camino High School welcomed everyone back expressing joy at seeing familiar faces. She also recognized Josephine, the new ASB President at South San Francisco High School, and expressed excitement about working with her. She mentioned over the past three weeks, leadership students volunteered their summer to create posters with affirmations, advertisements, and recognitions to foster a welcoming atmosphere on campus. The decorations received positive feedback from both staff and students, enhancing school spirit. On the first day of school, the ASB office conducted a two-day curriculum across all periods to engage students beyond the typical syllabus introduction. This unified approach helped students feel connected and prepared for the new school year. She then highlighted the following upcoming events at her site; Friday, August 23rd, in the big gym will be the Welcome Back rally. The event will feature Dr. McDonald as the emcee, ASB members dressed as "Inside Out" characters, a performance by the varsity cheer team, and the debut routine by the Advanced Performing dance program. From August 26th to 28th, El Camino will hold its annual Fall Club Fair during lunch in the courtyard, showcasing over 30 active clubs, including Fostering the Future, Biotech Club, and Christian Youth Club. August 30th will be the first fundraiser of the year, a movie night under the stars featuring a screening of "Pitch Perfect" on the football field. Freshman elections are approaching, offering new students a chance to take on leadership roles. An informational session will be held to explain the election process and encourage freshmen to participate. Ms. Wong concluded by wishing everyone a great start to the school year and expressing excitement for what's to come.

Vice President Anthony commented that was a really lovely welcome back for the school and hoped it was enjoyed by everyone.

President Lujan commented thanking Ms. Wong for the update.

2. Josephine Harsana, Spring Student Trustee and ASB President South San

Francisco High School, expressed her excitement for the upcoming year and hopes everyone had an excellent summer. She shared her enthusiasm about starting the new school year. She then highlighted the following recent and upcoming events at her site; during the annual summer training, the ASB welcomed both returning members and new students. They introduced new student expectations and basic procedures for event planning and fundraisers. On the final day of training, students participated in a cooking challenge inspired by the show "Chopped," where they created meals from scratch. This activity fostered collaboration, effective communication, and bonding, aligning with the Portrait of a Graduate aim of impact. On August 7th, South San Francisco High School hosted an orientation for freshmen and transfer students. The event featured performances to showcase the school spirit, and students had the opportunity to sign up for various extracurricular activities including band, color guard, soccer, football, volleyball, wrestling, cheer, badminton, and cross country. Campus tours and classroom activities helped new students connect with the school community. Ms. Harsana highlighted the summer activities of several clubs and sports. The Earth Club worked on the outdoor learning space, Key Club officers attended training conferences, and fall sports teams including football, volleyball, cheer, and cross-country prepared for their upcoming seasons. She expressed high hopes for the teams and excitement for the season, concluding with a spirited "Go, Warriors!" On the first day of school, ASB students were stationed around the campus to assist new students and answer questions, contributing to a positive start to the school year. Ms. Harsana concluded her report by thanking the board for the opportunity to speak and expressing her anticipation for an eventful year ahead with the South San Francisco High School community.

President Lujan commented thanking Ms. Harsana for the update.

M. PUBLIC COMMENTS

Megan Connery, a teacher at El Camino High School, spoke about enrollment and the math pilot program. Freshman enrollment this year is at 297, marking an increase of 72 students compared to last year. The Sophomore class has 225 students, the Junior class has 288, and the Senior class has 273. Historically, each class used to exceed 300 students, and there is hope to increase enrollment further. The math pilot program has begun successfully with three days of training completed. The district has supported preparation for the first unit, and additional resources like bookcases have been arranged for storing workbooks. She also brought up concerns about the Imagine Learning Curriculum and how the experience differs by grade span. Although K-8 materials have been updated, high school materials remain unchanged from the previous year. Middle school workbooks are color, perforated, available in English and Spanish, and has two versions of assessments, while high school workbooks offer only one version of assessments and exactly the same as last year. The high school curriculum

appears to be less prioritized compared to middle school, and there were promises of updated materials that have not been met. She also expressed there is a lack of access to updated high school materials, making it challenging to make informed decisions for the next semester. Lastly, she thanked the district for fully supporting the program.

Amy Lam, a mother of two young children attending Monte Verde and Westborough Middle School in District B, introduced herself to the South San Francisco Unified School District community. She has filed to run for the District B Board of Trustee seat and noted that the position appears uncontested, suggesting she is likely to join the board when the new term begins. Amy expressed her excitement to learn from the community and her commitment to understanding the district's workings. She looks forward to engaging with everyone and contributing to the board.

N. INFORMATION ONLY PRESENTATION

1. EDUCATIONAL SERVICES

a. Summer School

Assistant Superintendent Keith Irish introduced the summer school program leaders, Director Dr. Marianne Hew, and Director Dr. Marcos Garcia, who oversaw the summer programs and worked with the school leaders.

Dr. Garcia thanked the Board for their continued support of all the District's extended year programming.

Overview of Summer School

- 5 Programs
- 5 Campuses with in-person instruction
- 274 Staff members
- Over 1,500 students

Programs

Dr. Garcia said the BLIS program was held at Los Cerritos Elementary and Spruce Elementary. The ESY (Extended School Year) program was integrated across all five sites. This year, the Elevate Math program was conducted in person, serving 199 students across two sites: lower grade students attended Spruce, while upper grade students attended Alta Loma. Nutrition Services provided both breakfast and lunch to students, serving a total of 11,000 breakfasts and 17,000 lunches. The Community Meals Program was also implemented at three sites.

BLIS Program

The program was led by two exceptional school teams: Dr. Humphrey and Ms. Gonzalez led the Spruce team, while Ms. McCarron and Ms. Christian led the Los Cerritos team. The program was overseen with expert supervision and direction from Mr. Covacha.

Dr. Garcia reviewed the program highlights:

- The Big Lift Program is a key initiative aimed at supporting academic readiness for K-3 students.
- The program combines academic and social-emotional support.
- Professional learning for teachers is provided through academic coaching and various training sessions.
- Literacy assessments are conducted and shared with home schools to support teachers at the start of the academic year.
- Positive feedback was received from families, noting increased student confidence and a strong connection to the program.

Extended School Year (ESY) Program

Director Dr. Marianne Hew began with an overview of the Extended School Year (ESY) program, designed for special education students who need additional summer support to meet their academic and social-emotional behavioral goals as outlined in their IEPs. The program accommodates a wide range of students, including preschoolers and adults, and was led by Mr. Jonathan Berg, with amazing support from a dedicated team of support providers.

In addition to academic support, the program included community learning experiences, such as field trips to parks and supermarkets, offering students a broad range of summer experiences. Site leaders played a crucial role, with each leader contributing to the ESY program at their respective school sites throughout the year.

Elevate Math

Dr. Hew pointed out that this year is the first time the Elevate Math Lab program is being held in person, based on family feedback that they preferred in-person classes over online ones. This change led to more students joining the program compared to last year, which was a good thing but also created some new challenges. Due to the higher number of students, the program was divided between two campuses: younger students attended Spruce, while older students were at Alta Loma. The site leaders' flexibility and support in managing this split were greatly appreciated. Additionally, Jordan Mineo from the Silicon Valley

Educational Foundation continues as the Elevate Coordinator, while Kim Moss, was the site administrator. She supported both the Elevate Math program and the Baden ESY program across the district.

The program is focused on:

- Math curriculum front-loading skills for next year
- Emphasis on growth mindset
- College and career readiness lessons
- College mentors working with students

STEAM Academy

The STEAM program is one of the district's signature initiatives and has a long-standing history. This year, STEAM benefited from the experience of returning teachers, site leaders, and teaching artists through the partnership with Young Audiences. Returning administrators, Principal Miranda Hahn, and Assistant Principal Cynthia Espinor led the program. They provided strong support for the program, allowing students to engage in a variety of activities centered on science, math, and literacy throughout the summer. The teaching artists, who focused on graffiti, dance, and percussion, did a great job mixing art with the science lessons. The program concluded with a gallery walk and performances that families were invited to attend.

High School Credit Recovery

Dr. Hew noted the high school summer program focused solely on credit recovery, and it turned out to be quite robust. 517 students across two sessions attended, allowing them to earn credits towards graduation and improve their grades for college eligibility. Principal Esperanza Flores, who was a returning administrator but new to the role of Principal, along with Assistant Principal Sharon Celillo, did an excellent job leading the program and supporting both teachers and students. 14 students completed all their graduation requirements and graduated, which was a significant achievement. Instead of having a separate summer graduation, these students participated in their regular May graduation ceremonies. This allowed them to celebrate with their classmates and move forward after finishing their summer work.

Program Summary

Dr. Hew expressed deep appreciation for the staff members who return each year to support summer learning, noting that their dedication is crucial to offering the robust and varied programs offered. She also commended the site leaders for their exceptional work and dedication throughout the summer and highlighted their presence on the first day of school as a testament to their commitment. The highlights of the

program included:

- Strong attendance in summer programs (average daily attendance ranged from 89% to 96%)
- Compared to the two previous years, more interest in in-person programs and an increase w
- Challenges due to bond construction projects
- Programs were able to welcome families to campus for closing ceremonies
- Staffing challenges are a continued area for reflection and growth

President Lujan thanked Drs. Hew and Garcia for the summer overview noting "It leaves me smiling."

Trustee Richardson expressed gratitude and mentioned looking forward to summer graduations, though noted that we no longer have them. She also asked for clarification if there were 14 students who graduated.

Dr. Hew explained to Trustee Richardson that 14 students completed their final credits for graduation over the summer. Because many only had a small amount of work left, they didn't need the entire summer to finish. That's why principals advocated for these students to participate in the May graduations rather than waiting until the end of the summer. This way, they could celebrate with their families and friends while quickly finishing up their graduation requirements.

Trustee Richardson thanked everyone for the great presentation.

Trustee Hsieh thanked everyone for the great presentation and was impressed by the fact that 1,518 participated. She also highlighted the dedication of the 274 administrators, staff, and teachers, which means there was a ratio of 5 to 1. She called the program amazing and appreciated all the effort that went into helping the students succeed.

Trustee Murray expressed gratitude for the work done by everyone involved, including the Ed Services team, staff, teachers, and administrators. She emphasized that every program in the summer was important and praised the team for effectively meeting the needs of many students.

Vice President Anthony echoed the thanks and expressed happiness about the wrap-around services, specifically noting the summer meals provided to students who aren't in the program. She also praised the

increase in student participation in math.

President Lujan thanked everyone again for the excellent presentation and for all the planning and hard work. She expressed joy at seeing so many engaged kids in the pictures.

2. BUSINESS SERVICES

a. Information Technology Department

Assistant Superintendent Ted O introduced Nathan Sundaram, Director of Technology, to provide an update on his department and the District's Information Technology Department.

Director Nathan Sundaram introduced his presentation by outlining that the technology department plays a crucial role in supporting the District's goals. He explained that technology acts as an enabler, helping achieve these objectives. He shared that he joined the district about a year and a half ago and has since worked on infrastructure security, the help desk, and has also set up functions related to project management, governance, and procurement.

Key Topics

- Mission
- Talent
- Accomplishments
- Landscape
- Opportunities

Mission

Director Sundaram explained that as he gained more insight, he recognized the need to build a strong foundation for future growth. To address this, the team created a mission and "embarked on a transformation journey to learn, adopt, and implement organization fundamentals while servicing students, teachers, parents and staff with increasing customer satisfaction, speed, and innovation." He chose to lead this change by example by becoming actively involved with his team to explore more efficient methods and understand current practices within the district. The approach has proven effective, with the team fully on board and significant progress made together.

Talent

Director Sundaram introduced the technology department team, who were recognized and applauded for their significant contributions. He noted that, although small, the team has been crucial in making his 1.5-year journey enjoyable. He mentioned that there are still two open

positions, including a systems administrator. Director Sundaram highlighted the department's commitment to continuous learning, providing opportunities for team members to enhance their technical skills through an online learning platform. This initiative supports their professional development and has led to a substantial improvement in ticket resolution times, which are now nearly three times faster than before. Director Sundaram noted that the work doesn't stop here, as there is still a lot to be done. The goal is to further reduce resolution times to just a day or two instead of weeks and to improve technology and automation. He highlighted the success of the first summer internship program, which had two interns from El Camino High School this year. The interns made significant contributions, including fixing nearly 300 Chromebooks, working on MacBooks, organizing the technology department, and processing E-waste recycles. The internship provided valuable work experience and life skills for the students, which are beneficial for both employment and college admissions and expressed enthusiasm for continuing and expanding this opportunity throughout the year.

Accomplishments

Director Sundaram gave an overview of the year's accomplishments.

Key Highlights

- Core infrastructure is more stable than ever with 99.999% availability. This has resulted in zero internet issues and no major infrastructure issues over the last eight months.
- Increased security camera availability from 60% to 90%. It is more reliable than ever at an outstanding 98% (a significant jump from prior record of 70%)
- Products were purchased and implemented with very little training for users or staff. We have engaged vendors to provide training for staff. We will extend the training to users this year.
- Elimination of dormant products previously purchased but were unused resulted in significant financial savings for the district.
- Negotiated better contract rates for services to benefit the district financially. Switched vendors for cost-saving and quality of services.
- Implemented robust backup of our systems and services.

- Created a first draft of a Disaster Recovery Plan and Ransomware Protection solutions. Both have been tested and validated.
- Upgraded our phone system to be more efficient and cost-saving, and we enacted our T-Mobile partner to provide the best cellphone coverage during emergencies and cellular congestion.

Culture

Director Sundaram shared there was a focus on talent development within the team. Each team member plays a crucial role and has a stake in their department's success, which fosters a sense of responsibility. Clear ownership of tasks has enhanced collaboration and communication, allowing everyone to share information and learn from one another to improve continuously.

Innovation/Optimization

Governance structures were established to enhance accountability and performance. Director Sundaram noted that this year's focus was on making services more efficient and better suited to the district's needs. They reviewed all the licenses they use, negotiated better deals, and looked for new vendors to drive innovation. They worked on improving security and making sure the tools they use are the best fit for the district. They also switched from reacting to problems to preventing them. Instead of waiting for teachers or staff to report issues, they now monitor everything closely and set up alerts for things like power outages. This way, they can fix problems before they affect the classrooms. The team received training to better understand and use the tools they have. Because of these changes, they completed all their projects, saved \$450,000 a year, and increased customer satisfaction. There's still some work to be done, but they've made great progress.

Project Highlights

Several specific projects were highlighted. The network electronics and cabling project upgraded internet coverage and hardware, addressing gaps that previously impacted connectivity. In the internet and telecom area, unused services were migrated, and price negotiations led to annual savings of \$188,000. The migration of phone systems and E911 testing resulted in additional savings of \$38,000. The legacy storage system was improved by migrating to the cloud and redesigning backup systems. Progress was made with printers, deploying nearly all of them, and automated the process of setting up new computers, reducing the time required from 2 or 3 hours to just 5 minutes. 36 ECHS monitors were upgraded with donated 32-inch

monitors, spending only \$500 on cabling. He brought maintenance in-house for security cameras due to poor vendor response times. A total of 50 cameras were repaired and installed, ensuring all are operational. The audio systems project, which began in 2019, was modified to include cameras, microphones, and extra speakers, making the spaces more functional. Upgrades were done in the Spruce cafeteria and gym facilities.

Opportunities

- Security is not a matter to be taken lightly. We have not installed all necessary measures properly, which calls for immediate action.
- Technology is an afterthought.
- Improve collaboration for the initiatives.
- Adapting and embracing technology standards.
- Planning sessions and communication are warranted. Example: Summer program. Onboarding and introducing new tools/programs.
- Implement device management solution for Windows and Android hardware.
- Upgrade the Palo Alto Firewall to the latest release.
- Implement a new security detection and prevention system.
- Expand physical security cameras and upgrade some outdated systems and hardware.
- Enhanced review of the contract to get the best rate and services
- Improve the ticketing system.
- Upgrade outdated and inadequate power supply units.

Director Sundaram concluded his presentation by thanking everyone for their time.

President Lujan thanked Director Sundaram for his presentation.

Vice President Anthony shared she reviewed the packet and was very impressed with the work of our new IT director. She thanked the team for all their efforts.

Trustee Murray thanked Director Sundaram and his team for the comprehensive report. She expressed appreciation for the proactive approach outlined in the report and the various ways saving the district money.

Trustee Hsieh expressed appreciation for the comprehensive report

and was particularly impressed with the clear presentation of key accomplishments and savings. She praised the team's excellent work in saving the district a significant amount and appreciated the outlined opportunities that provide clear direction for future actions.

Trustee Richardson thanked Mr. Sundaram for the detailed presentation, noting that it was the most in-depth analysis the board has heard, especially regarding the security cameras. She was surprised to learn that the district has many more cameras than she initially thought, with varying numbers at each school.

O. PRESENTATION WITH POTENTIAL ACTION - None

P. CONSENT AGENDA: The following items are submitted for Board approval. One motion will authorize action for those items so designated.

Dr. Moore made a correction to Item 1f, Agreement with America's Next Talented Star and Sports Soccer Program for the 13-week Fall and 14-week Winter Sports training program in fiscal year 2024-25. Dr. Moore noted the fiscal implications indicated \$63,750,000.00 which is incorrect. The correct amount is \$63,750.00.

MOTION #25 (Murray/Anthony) to approve Administration Item a, Minutes of the July 11, 2024 Regular Board meeting; Administration Item b, Minutes of the July 18, 2024 Regular Board meeting; Item 1a, District Counselor on Special Assignment, Director, and counseling staff to attend the CASC Annual Conference in Riverside, CA from October 23-25, 2024; Item 1b, Supplementary Instructional Materials for adoption beginning in the 2024-2025 school year; Item 1c, Agreement to participate with the California Healthy Kids surveys for the 2024-25 Spring Administration; Item 1d, Agreement with Renaissance Learning Inc. program for the 2024-25 school year; Item 1e, Agreement between Coach Jirayu Jerry Wu and SSFUSD for the 2024-2025 program year; Item 1f, Agreement with America's Next Talented Star and Sports Soccer Program for the 13-week Fall and 14-week Winter Sports training program in fiscal year 2024-25; Item 1g, Agreement with South San Francisco Unified School District's Child Development Program and The Educational Team Contract for the fiscal year of 2024-2025; Item 2a, Certificated Personnel Assignment Order; Item 2b, Classified Personnel Assignment Order; Item 3a, Purchase Order Listing, June 1-30, 2024; Item 3b, Warrant Register, June 1-30, 2024; Item 3c, Cash Receipts, June 1-30, 2024; Item 3d, Declaration of surplus items; Item 3e, Gifts to the District, June 2024; Item 3f, Fundraising event for the 2024-25 school year; Item 3g, Professional service agreement under \$25,000. Motion Carried with correction. (Unanimous)

INFORMATION/DISCUSSION

1. Educational Services

a. Confirmation of sufficient student textbooks/instructional materials.

Item pulled

ACTION

1. ADMINISTRATION

a. Resolution No. 24-43 for Attendance Awareness

Board Clerk Hsieh read the resolution.

MOTION #26 (Murray/Richardson) to adopt Resolution #24-43: Recognizing Attendance Awareness Month and supporting activities to increase awareness of the importance of daily attendance. (AYES: Trustee Hsieh, Murray, Richardson, Anthony, Lujan; NOES: None). Motion carried. (Unanimous)

b. Approval of MOU with Bay Ed Fund

Trustee Murray thanked the Bay Ed Foundation for their continued support.

MOTION #27 (Anthony/Richardson) to approve the MOU with Bay Ed Fund for a one-year period. Motion Carried. (Unanimous)

c. Approval of MOU with Learner Centered Collaborative

Vice President Anthony inquired about the roles and differences of Learner Centered Collaborative since it was mentioned earlier for approval. Mr. Irish clarified that LCC will lead the transition to a learner-centered model and help define the district's approach, focusing on nine competencies. They will also support the development of a shared instructional vision. PSI will provide targeted support, particularly in math and science, to three schools, offering on-site assistance to instructional leadership teams and principals.

Vice President Anthony mentioned, "It looked like people who were going to be receiving the support in each school are going to be the same regardless of which organization is providing. Both proposals said we're going to be working with TOSAs and teacher leaders." She then asked, "Are those the same groups in each?" Mr. Irish explained that while both organizations will work with TOSAs and teacher leaders, the specific groups might differ. For LCC, a guiding coalition of educators, including teachers and classified staff, will be formed. Mr. Irish also mentioned that funding for LCC will come from the general fund, while

PSI's costs are covered partly by the general fund and partly by the Bay Ed Fund. The \$150,000 from the educator effectiveness grant will be used for coaching and mentoring as per the grant's requirements.

Trustee Hsieh questioned whether the cost reflects the workload, and Mr. Irish responded that priorities and responsibilities are clearly defined for both organizations, with specific leads assigned to different aspects of the work. Adjustments have been made to ensure that TOSAs and teacher leaders can manage their new responsibilities effectively without being overwhelmed.

Trustee Richardson inquired about the funding sources, specifically whether the costs were covered by the LCAP. Mr. Irish confirmed that the general fund will cover the costs for LCC, while the Bay Ed Fund will contribute to other areas. Trustee Richardson expressed gratitude for the support from the Bay Ed Fund and the superintendent's efforts in securing additional funding for the district's initiatives.

MOTION #28 (Richardson/Murray) to approve the agreement with Learner Centered Collaborative for the 2024 - 2025 school year in the amount of \$343,000. Motion Carried. (Unanimous)

d. Approval of MOU with Partners in School Innovation

Mr. Irish clarified that the main difference in cost is due to having a staff member on site at each school once a week providing additional support to site leaders. This support will be provided to three Title I schools this year.

MOTION #29 (Murray/ Hsieh) to approve the Memorandum of Understanding (MOU) with Partners in Schools Innovation in the amount of \$650,000 for the 2024-2025 school year. Motion Carried. (Unanimous)

e. Approval of District's New and Updated Policies

MOTION #30 (Hsieh/Murray) to approve the District's new or updated Board Bylaws and Policies listed below and waive a second reading (except where noted). Motion Carried. (Unanimous)

1. BP 3555 - Nutrition Program Compliance.
2. BP 4030 - Nondiscrimination in Employment
3. BP 4218 - Dismissal/Suspension/Disciplinary Action
4. BP 6146.1 - High School Graduation Requirements
5. BP 6177 - Summer Learning Programs
6. BP 9270 - Conflict of Interest

2. EDUCATIONAL SERVICES

- a. Resolution #24-42: sufficient student textbooks/instructional materials**

Item pulled

3. Human Resources

- a. Approval of Scoot Education MOU**

MOTION #31 (Murray/Hsieh) to approve the renewal of the Swing Education Platform & Services Agreement for SY 2024-2025. Motion Carried. (Unanimous)

- b. Approval of Swing Education MOU**

MOTION #32 (Murray/Hsieh) to approve the renewal of the Scoot Education Agreement for Staffing Services for SY 2024-2025. Motion Carried. (Unanimous)

The Board recessed at 8:27 p.m. for a break and reconvened at 8:37 p.m.

- c. Approval of ChildCare Careers, LLC dba The Education Team MOU**

Vice President Anthony asked why we are considering another contract here when we already passed one for the Education Team on the consent agenda. Mr. Irish explained that the previous contract was for early education, while this one is for K-12 support.

MOTION #33 (Hsieh/Murray) to approve the renewal of The Education Team Service Agreement for SY 2024-2025. (AYES: Hsieh, Murray, Richardson, Lujan; NOES: Anthony). Motion Carried on a 4-1 vote.

- d. Approval of Contract with an Agency for Transportation Services for Eligible Student designated Foster Youth or McKinney-Vento for the 2024-25 School Year**

President Lujan pointed out that the title should be "students" (plural) instead of "student." She mentioned that while the title read awkwardly, it wasn't significant to delaying the entire item.

MOTION #34 (Murray/Hsieh) to approve our Student Services partnership with these transportation agencies in order to support our homeless and Foster Youth. It is further recommended the Assistant Superintendent of Business Services be allowed to sign all Program Service Agreements (PSA) in the 2024-25 school year. Motion Carried. (Unanimous)

4. BUSINESS SERVICES

a. Approval of Professional Services Agreement with Pavement Engineering, Inc., for Pavement Assessment at Westborough Middle School under the Measure T Bond Program

MOTION #35 (Murray/Hsieh) to approve the professional services agreement with Pavement Engineering Inc., for the Pavement Assessment at Westborough Middle School in the amount of \$12,830.00. Motion Carried. (Unanimous)

b. Approval of the Agreement with Lionakis Beaumont Design Group for Project Assessment Services for the El Camino High School Modernization Project under the Measure T Bond Program

Vice President Anthony was concerned because only one bid was considered for the project. She felt more bids should have been sought from the 18 prequalified firms and suggested that the process was unfair. She encouraged the trustees to vote against the item.

Ms. Lori Shelton explained that the prequalified firms were selected to speed up the process and prevent delays. The goal was to streamline things by moving from identification to design without holding up each project. The chosen firm was intended to go straight into the design phase.

Vice President Anthony disagreed with this approach, arguing that there should have been more competition and bidding from the entire pool of firms.

Trustee Richardson suggested that if more proposals were needed, the board could reopen the process, but noted that this might delay the project.

President Lujan asked for more details on the prequalification process and why the current firm was selected.

Ms. Shelton described how several architectural firms were interviewed, and one was chosen based on how well it fit the project. Proposals were requested after the interviews, but not all firms submitted them.

Vice President Anthony asked if proposals were requested from all prequalified firms or just a few. Ms. Shelton confirmed that only a few selected firms were asked.

Trustee Richardson asked if all 30 approved firms were cleared by the state for school projects. Ms. Shelton confirmed that the firms had the necessary licenses and certifications.

Trustee Murray supported moving forward with the current process to avoid delays.

Ms. Shelton confirmed that all firms in the pool were licensed for projects.

President Lujan thanked everyone for their input.

MOTION #36 (Murray/Hsieh) to approve an architectural services agreement with Lionakis Beaumont Design Group for project assessment services at El Camino High School for the school's modernization project in the amount of \$395,505.00. (AYES: Murray, Hsieh, Richardson, Lujan; NOES: Anthony). Motion carried on a 4-1 vote.

c. Approval of Agreement with CAW Architects, Inc. for Project Assessment Services for the South San Francisco High School Modernization Project under the MeasureT Bond Program

Vice President Anthony expressed feeling the same way from the previous Lionakis item and that if conversations are happening, they should be detailed in the staff report. Specifically, the report should include information about who was contacted, the proposals requested, and if anyone was non responsive.

Trustee Hsieh acknowledged Vice President Amanda's comment and asked if there are ways to improve the process moving forward.

MOTION #37 to approve an architectural services agreement with CAW Architects, Inc. for project assessment services at South San Francisco High School for the school's modernization project in the amount of \$672,940.00. (AYES: Murray, Hsieh, Richardson, Lujan; NOES: Anthony). Motion carried on a 4-1 vote.

d. Approval of Agreement with Smith, Fause, McDonald, Inc. for the Development of District-Wide Information Technology Standards for the Measure T Bond Program

MOTION #38 (Anthony/Hsieh) to approve a contract for the development of SSFUSD District-Wide IT Standards with Smith, Fause, McDonald, Inc. in the amount of \$40,770.00. Motion Carried. (Unanimous)

e. Approval of Change Order #5 on the Heating, Ventilating and Air Conditioning (HVAC) Project Package B, Project #16-23

MOTION #39 (Hsieh/Murray) to approve Change Order #5 to the contract with E.F. Brett and Company for the HVAC Project Package B Project #16-23, in the amount of \$48,489.00. Motion Carried. (Unanimous)

f. Approval of Change Order #2 on the Heating, Ventilating and Air Conditioning (HVAC) Project Package

Trustee Richardson raised concerns about whether the new roofs being installed have enough insulation. She worried that if the roofs are not well-insulated, the new HVAC units might have to work harder, which could lead to higher costs and shorten their lifespan.

Ms. Lori Shelton explained that, according to the project team, the new units being installed on the roofs do have added insulation. She didn't have specific details about the insulation levels but confirmed that not all roofs are being upgraded in this project. The goal is to improve the performance of the HVAC units, but there may still be some issues with insulation in other areas of the district.

President Lujan thanked Lori Shelton for addressing Trustee Richardson's questions.

Motion #40 (Murray/Hsieh) to approve Change Order #2 to the contract with E.F. Brett and Company for the HVAC Project Package A Project #15-23, in the amount of \$47,793.00. Motion Carried. (Unanimous)

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

Board meetings are being held in the Baden HS gym, unless otherwise noted.

August 29, 2024 - Board study session *(Board room)*

- Math

September 12, 2024

- Teaching and learning presentation - Buri Buri ES
- Presentation and approval of year end unaudited actuals
- Presentation on SSF Education Foundation
- Discussion of October 24 Community Forum topic(s)

- Resolution Honoring Hispanic Heritage Month (September 15 - October 15)
- Nomination(s) for CSBA Directors-at-large Asian American and Hispanic
- Resolution on GANN limit

September 26, 2024

- Teaching and learning presentation - Westborough MS
- Update on enrollment for the 2024-25 school year
- Resolution honoring Filipino American History Month (October)
- Approval of the Board Governance calendar for 2024-25
- Resolution for California Week of the School Administrator (October)

October 10, 2024

- Teaching and learning presentation - ECHS
- Presentation on Facilities Department
- Presentation on Fiscal Services
- Williams report for 1st quarter ending 9/30/24
- Update on OpTerra Energy solar savings
- Resolution honoring Native American/Alaska Native Heritage Month (November)
- Approval of ESSER III Expenditure Plan for 2024-25

October 24, 2024 - Community Forum

- Topic(s) TBD

November 14, 2024

- Teaching and learning presentation - Junipero Serra ES
- Teaching and learning presentation - Skyline ES
- Presentation on Assessment/Accountability (CAASPP, CAST)
- Update on Safe School Plans

December 12, 2024

- Teaching and learning presentation - Parkway Heights MS
- Presentation on Performance Management - CTE
- Approval of San Mateo Co. QRIS block grant for 2024-25
- Presentation and approval of First interim budget report “positive certification”
- Resolution for School Board Recognition Month
- CSBA Delegate Assembly nomination(s)
- Approval of 2025 Summer School Program

December 18, 2024 - Reorganization meeting

- Resolution ratifying November 5 election
- Ceremonial Oath of Office for new Board member(s)
- Board of Trustees reorganization

- Resolution honoring outgoing Board President
- Selection of Trustees to District sub-committees/committees

SUMMARY OF BOARD DIRECTIVES - None

GOOD AND WELFARE

Trustee Murray welcomed Joanna Marcelino and thanked everyone for a successful start to the school year. She mentioned visiting schools on the first day and seeing both new students and happy returning teachers. She also expressed her appreciation for the beginning of the school year and wished everyone a great start.

Trustee Hsieh also welcomed everyone back and wished them a great semester.

Trustee Richardson shared her positive experiences visiting several schools and participating in the welcome events for teachers. She observed emotional “happy” moments from parents and students, saw improvements at Martin School, and noted the success of the revamped parking lot. She also attended a conference about critical issues affecting Latino students, particularly the importance of maintaining reading skills after third grade. She praised the district for its efforts in addressing these issues and implementing restorative practices.

President Lujan wished everyone a happy first day of school and looked forward to a great year.

ADJOURNMENT – 9:00 p.m.

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 Nathan Isla, 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 and can be found via YouTube at: <https://www.youtube.com/@ssfusdmeetings>