

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
A G E N D A A N D O R D E R O F B U S I N E S S
Special Meeting – Wednesday, December 18, 2024**

**Baden High School – Gymnasium
825 Southwood Drive, South San Francisco, California**

SSFUSD Equity Definition

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

The Board of Trustees invites the community 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://www.ssfusd.org/apps/pages/onlineboardmeeting>
(The link will be active shortly before 7:00 p.m. on December 18)

Translation: For in-person attendees, a Spanish language translation will be provided if requested through the Superintendent's office, 650-877-8705, no later than 48 hours prior to the start of the meeting.

Traducción: La oficina de la superintendente, 650-877-8705, les proveerá una traducción en español a los asistentes si la piden 48 horas antes de empezar la reunión.

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

OPEN SESSION – 7:00 p.m.

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

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. CEREMONIAL OATHS OF OFFICE

The ceremonial Oaths of Office will be administered to the newly elected Board members, Amy Lam and Patricia Murray. (Board members are legally sworn in by the elections office when they file for candidacy.)

ACTION

PAGE

1. ADMINISTRATION

a. Resolution No. 24-60 Ratifying Election Results

1

Staff recommends the adoption of Resolution #24-60: To ratify the results of the November 5, 2024 election of two SSFUSD Board members.

F. BOARD OF TRUSTEES' REORGANIZATION – THE SUPERINTENDENT ASSUMES THE CHAIR

- Nomination(s) for President, close nominations, appointment
- Nomination(s) for Vice President, close nominations, appointment
- Nomination(s) for Clerk, close nominations, appointment

G. NEW BOARD PRESIDENT ASSUMES THE CHAIR

- Remarks from incoming President

ACTION (continued)

PAGE

1. ADMINISTRATION

b. Resolution No. 24-61 Honoring President Daina R. Lujan

2

Staff recommends the adoption of Resolution #24-61: To honor Trustee Daina R. Lujan for her service as President of the Board 2023-24.

c. Resolution No. 24-62 Honoring Trustee Daina R. Lujan

3

Staff recommends the adoption of Resolution #24-62: To honor Trustee Daina R. Lujan for her years of service on the Board.

- Remarks from outgoing President Lujan

Proclamation(s) from the offices of legislators will be presented to Trustee Lujan.

H. PTA COUNCIL REMARKS

I. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

- South San Francisco Federation of Adult Educators
- South San Francisco Classroom Teachers Association
- California School Employees Association Chapter 197

J. PUBLIC COMMENTS

For Items Not On the Agenda:

Public comment for items not on the agenda should not exceed 30 minutes. Public comments are limited to a maximum of three minutes per individual (per Board Bylaw 9323). In order to accommodate more speakers, the Board President may, at their discretion, limit the individual time per speaker to one or two minutes each if there are more than ten expected speakers.

To comment prior to the meeting:

Public comments may be submitted in advance of the meeting through the following link: <https://bit.ly/BoardMeeting12182024> beginning at 3:00 p.m. on Friday, December 13, until 3:00 p.m. on Wednesday, December 18. These comments will be read by all Board members and posted on the District website's 2024-25 Board meetings at: <https://www.ssfusd.org/apps/pages/meetings>

To comment in-person during the meeting:

Public comments are limited to one to three minutes per individual (per Board Bylaw 9323). Name/address cards are placed in the back of the room to be completed and given to the secretary. The Board President will call upon individuals in random order who have requested to speak. Each person may only speak once, and is required to address the Board from the podium. The meeting is recorded and streamed live.

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.

The meeting is recorded and streamed live. Individuals may address the Board concerning school business not on the agenda, but public comment cannot be acted upon or discussed by the Board unless placed on the agenda at a subsequent meeting, in accordance with the law, the Brown Act. The Board may request staff to respond orally at the meeting or in writing at a future time.

ACTION *(continued)*

PAGE

1. ADMINISTRATION

d. Selection of Board Subcommittees/Committee Participants 3

Board members will decide on their participation in subcommittees and a committee, in particular, the Board Policies and Bylaws subcommittee, the City-School District subcommittee, and the County Committee on School District Organization.

GOOD AND WELFARE

ADJOURNMENT

The agenda is available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

A recording is made of the Open Session of each meeting. Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: jmarcelino@ssfusd.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

Resolution #24-60

Declaration of election results

WHEREAS the election for two offices of Trustee of the South San Francisco Unified School District were consolidated with the Statewide General Election held on November 5, 2024; and

WHEREAS, the Chief Elections Officer of the County of San Mateo has completed the official canvass of the complete returns of the votes cast in the Statewide General Election held throughout the County of San Mateo on November 5, 2024 has prepared in accordance with law a statement of votes polled at said election held on said date, and has presented a certified copy of said Statement of Votes to this Board; and

WHEREAS, the Chief Elections Officer has also determined that the number of persons who filed declarations of candidacy for the office of Trustee of the South San Francisco Unified School District does not exceed the number of positions available; and

WHEREAS, the Chief Elections Officer will deliver a duplicate of the certified statement to the California Secretary of State and to the county central committee of each political party; and

WHEREAS, the Chief Elections Officer will deliver to each person elected a certificate of election, signed and authorized by the Chief Elections Officer; and

WHEREAS, California Elections Code section 15400 requires that the governing body shall declare elected or nominated to each office voted on at each election under its jurisdiction the person having the highest number of votes for that office or the person who was otherwise duly elected or nominated;

WHEREAS, the Board of Trustees is the governing body of the South San Francisco Unified School District;

NOW, THEREFORE, BE IT RESOLVED that the South San Francisco Unified School District Board of Trustees hereby acknowledges that the following named persons have been elected to their respective offices, and are hereby ordered and declared duly elected:

Patricia Murray and Amy Lam

REGULARLY PASSED AND ADOPTED this 18th day of December 2024.

AYES in Favor of Said Resolution

ATTEST:

Secretary/Clerk of the Board

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

RESOLUTION #24-61

Honoring Board President Daina Lujan

WHEREAS, Trustee Daina Lujan has served the South San Francisco Unified School District Board of Trustees as its President from December 14, 2023, to December 18, 2024; and

WHEREAS, Throughout her tenure as President of the Board, Trustee Lujan has conducted all meetings in a professional, productive, sincere, and diplomatic manner while staying focused on our students; and

WHEREAS, Trustee Lujan has represented the Board as its President in a distinguished manner at numerous meetings, functions, and other activities as an advocate for public education, the School District, and its students; and

WHEREAS, During her tenure as President of the Board of Trustees, Trustee Lujan has encouraged community participation at meetings, strived for transparency in all matters the Board considered and made sure parents, staff, and students had a voice in the District; and

WHEREAS, Trustee Lujan has dedicated her efforts, while serving on the Board of Trustees, toward ensuring each student was afforded a worthwhile education which helped to prepare them for future career and personal goals; and

WHEREAS, Trustee Lujan has based her decisions on issues brought before the Board of Trustees in relation to the welfare of all students, in the best interests of the District and the betterment of the South San Francisco community; and

WHEREAS, Trustee Lujan has completed a CSBA training program specially created to educate board members in fulfilling their duties as an effective governance team member and as a “Masters in Governance” graduate continues to participate in several CSBA workshops and diverse study sessions to help maintain a cohesive, collaborative, and productive Board.

NOW, THEREFORE, BE IT RESOLVED that her fellow Board members do hereby recognize and honor Trustee Daina Lujan for her year of service as President of the Board of Trustees and extend their heartfelt appreciation for her dedication to the Board, the students, and the entire South San Francisco Unified School District educational community.

Regularly passed and adopted on this 18th day of December 2024.

Ayes in favor of said Resolution:

ATTEST:

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

RESOLUTION #24-62

Honoring Trustee Daina Lujan

WHEREAS, The South San Francisco Unified School District wishes to take this opportunity to recognize the distinguished service of Trustee Daina Lujan from February 2016 through December 2024, as she leaves her position on the Board of Trustees; and

WHEREAS, During her three terms as President of the Board, Trustee Lujan conducted the meetings in a professional, productive, and diplomatic manner, encouraged community participation, strived for transparency in all matters the Board considered, and made certain that parents, staff and students had a voice in the District; and

WHEREAS, Throughout her tenure on the Board, Trustee Lujan respectfully represented the Board in a distinguished manner at numerous city and county meetings, events, and other activities as an advocate for public education, the School District and its students; and

WHEREAS, Trustee Lujan has dedicated her efforts, while serving on the Board of Trustees, toward ensuring each student was afforded a worthwhile education which helped to prepare them for future career and personal goals; and

WHEREAS, During her time on the Board, Trustee Lujan, collaborated with staff and stakeholders to make SSFUSD an equity-first district, ensuring help was provided first to those needing it most; and

WHEREAS, Trustee Lujan has based her decisions on every issue brought before the Board of Trustees in relation to the welfare of all students, in the best interests of the District, and the betterment of the South San Francisco community; and

WHEREAS, During the height of the COVID-19 pandemic, Trustee Lujan worked with District administration to address the most-pressing needs as schools went into, lived through, and then safely exited distance learning; and

WHEREAS, During her many years of service, when the School District faced difficult challenges, both financial and educational, Trustee Lujan along with her fellow Board members performed the necessary work for the School District to remain financially solvent and moving forward, while keeping the needs of the District's students as his highest priority; and

WHEREAS, As a Board member, Trustee Lujan has served on the Transportation Authority's Citizens Advisory Committee and the City/County Association's Bicycle and Pedestrian Advisory Committee;

***NOW, THEREFORE, BE IT RESOLVED** That her fellow Trustees extend to Trustee Lujan their appreciation for her years of distinguished service and dedication to the Board of Trustees, to our students, and to the entire South San Francisco Unified School District.*

Regularly passed and adopted on this 18th day of December, 2024.

Ayes in favor of said Resolution:

ATTEST:

Superintendent of Schools

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Shawnterra Moore, Ed.D., Superintendent

DATE: December 18, 2024

RE: Board Member Participation on Subcommittees

ALIGNMENT WITH STRATEGIC PLAN:

Please check all that apply:

- | | |
|---|---|
| ☐ Goal 1: Exceptional Instruction | ☐ Goal 4: Empowered Educators |
| ☐ Goal 2: Engaged Students | ☐ Goal 5: Equity-Centered Systems |
| ☐ Goal 3: Purposeful Partnerships | ☒ N/A: Not Applicable |

BACKGROUND

In the past, the SSFUSD Board has designated 1-2 Trustees to serve on subcommittees or committees. These Trustees collaborate with each other, and at times with staff or community members, to gather information and insights, which they then present to the full Board for review and discussion.

The following subcommittees need Board participants:

- **Board Policies and Bylaws Subcommittee** - (2 Board members)
- **City-School District Subcommittee** - (2 Board members)
- **Facilities Subcommittee** - (2 Board members)

County Committee on School District Organization - Trustee Mina Richardson will continue to serve as the District's representative on this committee until 2026.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

The South San Francisco Unified School District Board of Trustees will select Board Members to serve on the above-named subcommittees.