

Fentanes, Donna

Subject: FW: Items approved/not approved at June 9 Board meeting

From: Allen-Cantley, Nalani

Sent: Friday, June 10, 2016 8:34 AM

To: Mindeguia, Yvette Alzugaray; Campbell, Paula; Visel, Sonia; Grima, Charlotte; Gonzalez, Judith; Chan, Jennifer; O, Ted; Ramich, Cregg; Shayesteh, Sara

Cc: Bhatia, Leticia; Krause, Michael; Moore, Shawnterra; Spaulding, Jay

Subject: Items approved/not approved at June 9 Board meeting

Here is the recap of approved items.

CONSENT

Educational Services

Student travel proposals

Human Resources

Certificated Assignment Order

Classified Assignment Order

Business Services

Donations

2015-2016 fundraising events

Contracts/Agreements under \$25,000

2016-2017 Dairy Supply bid

ACTION

Educational Services

Biotechnology 1/2 new course offering

Biotechnology classroom modifications

Business Services

Resolution #16-45: Budgetary increases and year end transfers

School Services 2016-2017 contract

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“What you would have in the life of the nation you must first put into its schools.”

- *Von Humboldt*

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS – REGULAR MEETING
Thursday, June 9, 2016**

South San Francisco Municipal Building,
City Council Chambers
33 Arroyo Drive, South San Francisco, California

OPEN SESSION — 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION – 6:00 p.m.

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

OPEN SESSION — 7:00 p.m.

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. REPORTING OUT FROM CLOSED SESSION

Action

E. REVIEW OF AGENDA

F. PTA COUNCIL REMARKS

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

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

H. PERSONNEL COMMISSION

I. ITEMS FROM BOARD

- Announcements
- Board Calendar
- Board Committee Reports

J. SUPERINTENDENT'S REPORT

K. COMMUNICATIONS

Public comments are limited to three minutes per individual. 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. 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 (Brown Act). The Board may request staff to respond orally at the meeting or in writing at a future time.

L. PRESENTATIONS

(Individual presentations are limited to a maximum of 10 minutes.)

1. EDUCATIONAL SERVICES

**a. Teaching and learning presentation:
Preschool Program**

Coordinator Sheryl Chan will share with the Board, information on the District's preschool program.

2. ADMINISTRATION

a. District accomplishments

Superintendent Shawnterra Moore will share with the Board, District accomplishments for the 2015/2016 school year.

b. Boys and Girls Club

Aubrey Merriman, CEO of the SSF Boys and Girls Clubs of North San Mateo County, will discuss the Out of School Time program fees, increasing participation and lowering the District's cost/subsidy of the program.

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

	<u>PAGE</u>
1. ADMINISTRATION	
a. Minutes to the Regular Board Meeting, May 26, 2016.	1 - 20
2. EDUCATIONAL SERVICES	
a. Staff recommends the approval of permission for an ECHS student to participate in the National History Day competition in College Park, MD, from June 12-16, 2016.	21 - 22
b. Staff recommends the approval of permission for SSFHS Spirit Leaders to participate in the JAMZ Cheerleading Camp in Hayward, CA, July 26 – 28, 2016.	23
3. HUMAN RESOURCES	
a. Certificated Personnel Assignment Order	24 - 25
b. Classified Personnel Assignment Order	26 - 28
4. BUSINESS SERVICES	
a. Gifts to the District, May 2016	29 - 31
b. Staff recommends the approval of Martin Elementary School fundraising events for the 2015-2016 school year.	32
c. Staff recommends the approval of professional service agreements under \$25,000.	33 - 34
d. Staff recommends the approval of the 2016-17 Dairy Supply rollover bid.	35 - 36

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INFORMATION/DISCUSSION

1. ADMINISTRATION

- a. 1st reading of District’s Updated Board Bylaw and Policies** 37 - 95

Staff will present to the Board, the first reading of the updated District’s Board Bylaw and Board Policies as follows:

1. BB 9110 Terms of Office
2. BP 1312.3 Uniform Complaint Procedures
3. BP 3270 Sale and Disposal of Books, Equipment and Supplies
4. BP 3553 Free and reduced meals
5. BP 5146 Married-Pregnant-Parenting Students
6. BP 6142.7 Physical Education and Activity
7. BP 6152 Class Assignment
8. BP 6164.2 Guidance Counseling Services

2. BUSINESS SERVICES

- a. Seamless Summer Meal Program** 96 - 101

Staff will share with the Board information on the 2016 Seamless Summer Meal Program in the District.

PUBLIC HEARINGS

- a. 2016-2017 Local Control Accountability Plan (LCAP)** 102 - 103

A Public Hearing will provide an opportunity for members of the public to comment on the 2016-2017 Local Control Accountability Plan (LCAP).

- b. 2016/2017 BUDGET** 104

A Public Hearing will provide an opportunity for members of the public to comment on the 2016-2017 District Budget and the Multi-Year Projections (MYP) for 2017-2018 and 2018-2019.

ACTION	<u>PAGE</u>
1. ADMINISTRATION	
<p>a. Resolution No. 16-44 for Lesbian, Gay, Bisexual and Transgender (LGBT) Pride Month</p> <p>Staff recommends the adoption of Resolution #16-44: In support of 2016 LGBT Pride Month.</p>	105
<p>b. Adoption of Polices for the November 8, 2016 Governing Board Election</p> <p>Three of the Board of Trustees' five-member seats will be up for election in November 2016. Both Education Code and Election Code require the Board to adopt policies regarding that election. The policies include the number of members to be elected and their terms, the number of words in a candidate's statement, who is to be charged for the candidate's statement, and how a candidate will be selected in case of a tie vote.</p>	106 - 109
2. EDUCATIONAL SERVICES	
<p>a. Approval of the Biotechnology 1/2 New Course Offering</p> <p>Staff recommends the approval of Biotechnology 1/2 for implementation during the 2016-17 school year at South San Francisco High School and El Camino High School, as presented to the Board.</p>	110 - 112
<p>b. Approval of the Biotechnology Classroom Modifications</p> <p>Staff recommends the approval of Biotechnology 1/2 classroom modifications for the upcoming 2016-17 school year for both South San Francisco High School and El Camino High School, as presented to the Board.</p>	112 - 113
2. BUSINESS SERVICES	
<p>a. Resolution No. 16-45 Budgetary Increases and Year End Transfers</p> <p>Staff recommends the adoption of Resolution #16-45: Budgetary Increases and Transfers at year end for the 2015 – 2016 Fiscal Year.</p>	114 - 115

	<u>PAGE</u>
b. Approval of School Services 2016-2017 contract	116 -119

Staff recommends the approval of the contract with School Services of California for 2016-2017, as presented to the Board.

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

June 23, 2016

- Update on Measure J at Martin Elementary School
- Adoption of 2016-2017 LCAP
- Adoption of 2016-2017 preliminary budget
- Approval of piggyback contracts
- Approval of 2016-2017CDE Child Development contracts
- Approval of 2016-2017 contract(s) with legal firms utilized by the District
- Approval to increase District rental/leasing rates
- Approval of Middle College MOU
- Approval of updated Governance Handbook
- Discussion on District-wide safety patrol program
- Update on Every Student Succeeds Act (ESSA)
- Approval of OpTerra financing plan

July 21, 2016

- Williams report for quarter ending 6/30/16
- Approval for Board & Superintendent to participate in December CSBA Annual Education Conference

August 18, 2016

- Presentation of CBOC 2015-2016 annual fiscal report
- Summer School report

September 8, 2016 - Televised

- Teaching and learning presentation – *School TBD*
- Discussion on expansion of Child care
- Resolution for Attendance Awareness Month
- Resolution Honoring Hispanic Heritage Month

September 22, 2016

- Teaching and learning presentation – *School TBD*
- Resolution for confirmation of sufficient student textbooks/instructional materials
- Approval of year end unaudited actuals
- Resolution honoring Filipino American History Month
- Resolution honoring National Disability Employment Awareness Month

- Approval for Superintendent to participate in ACSA Leadership summit
- GANN limit resolution

October 6, 2016

- Teaching and learning presentation – *School TBD*
- Williams report for 3rd quarter ending 9/30/16
- Resolution for Week of the School Administrator
- Updated Safe School Plans

October 20, 2016 – Community Forum

- Topic(s) TBD

November 17, 2016

- Teaching and learning presentation – *School TBD*
- Resolution honoring American Indian Heritage Month

December 8, 2016 - Televised

- Teaching and learning presentation – *School TBD*
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- First interim budget report “positive certification”
- Resolution for Computer Science Week
- Approval for Superintendent to participate in ACSA symposium
- CSBA Delegate Assembly nomination

SUMMARY OF BOARD DIRECTIVES

GOOD AND WELFARE

- Comments from Board Members and Superintendent

ADJOURNMENT

Copies of the agenda only are posted next to the front door of the District Office at 398 B Street, and at the following public libraries: South San Francisco libraries, West Orange and Grand Avenue, and the Daly City Library on Wembly Avenue, Daly City. It is also available for review at the District's website: www.ssfusd.org (Click on *Board Meeting Agendas and Minutes*).

1) A CD is made of the Open Session of each meeting; 2) Any writing or document that is a public record relating to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the District Office located at 398 B Street, South San Francisco, California 94080. If however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.; and 3) For special accommodation to participate in this meeting, please contact the Office of the Superintendent, a minimum of 48 hours prior to the meeting: Telephone--(650) 877-8705, Fax--(650) 588-8113 or e-mail: ncantley@ssfusd.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of May 26, 2016

OPEN SESSION - 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

1. To consider three (3) expulsion waiver hearing recommendations in accordance with CDE Sections 48915 and 48918.
2. To consider the approval of the return of CDS students.
3. To consider the appointment of one (1) public employee to the position of Director of Innovation, Community Outreach, and Special Projects, in accordance with Government Code Section 54956.
4. To consider the appointment of one (1) public employee to the position of Principal of Westborough Middle School, in accordance with Government Code Section 54956.
5. To consider the appointment of one (1) public employee to the position of Asst. Principal of SSFHS in accordance with Government Code Section 54956.
6. To consider the evaluation of performance and discipline/dismissal/release of Certificated personnel (one case).
7. Conference with Labor Negotiators
Agency Designated Representative: District Assistant Superintendent for HR/Student Services
Employee Organization: SSFAFT
Unrepresented employee: Superintendent
8. Superintendent evaluation

RECONVENE INTO OPEN SESSION - 7:16 p.m.

B. ROLL CALL

Board Members: Mrs. Rosa Acosta – Present (for Closed Session)
Mr. John Baker - Present
Ms. Judith Bush – Present
Mr. Patrick Lucy – Present
Ms. Daina Lujan - Present

Cabinet Members: Dr. Shawnterra Moore, Superintendent – Present
Dr. Leticia Bhatia, Interim Assistant
Superintendent, Educational Services and
Categorical Programs – Present
Mr. Michael Krause, Assistant Superintendent,
Business Service - Present
Dr. Jay Spaulding, Assistant Superintendent,
Human Resources and Student Services –
Present

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Meeting of June 9, 2016

OPEN SESSION - 6:00 p.m.

A. CALL TO ORDER

CLOSED SESSION - 6:00 p.m.

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

RECONVENE INTO OPEN SESSION - 7:05 p.m.

B. ROLL CALL

Board Members: Mrs. Rosa Acosta – Present
 Mr. John Baker - Present
 Ms. Judith Bush – Present
 Mr. Patrick Lucy – Present
 Ms. Daina Lujan - Present

Cabinet Members: Dr. Shawnterra Moore, Superintendent – Present
 Dr. Leticia Bhatia, Interim Assistant
 Superintendent, Educational Services and
 Categorical Programs – Present
 Mr. Michael Krause, Assistant Superintendent,
 Business Service - Present
 Dr. Jay Spaulding, Assistant Superintendent,
 Human Resources and Student Services –
 Present

C. PLEDGE OF ALLEGIANCE was led by Trustee John Baker.

D. REPORTING OUT FROM CLOSED SESSION – Nothing to report.

E. REVIEW OF AGENDA – (Listed with the items for presentations, public hearings and action).

F. PTA COUNCIL REMARKS – President Martina Goodman thanked the Board for their support and participation in PTA events.

G. STAFF ASSOCIATION REPRESENTATIVES' REMARKS

South San Francisco Federation of Adult Educators – None

South San Francisco Classroom Teachers Association – President Allison Light said the good news is the District received a AAA Bond rating and property taxes are increasing. At the June 2 Special Board meeting, the Board was told that the District is faced with a serious fiscal problem. She questioned the actual amount of 2014/15 reserves and the total funds for 2015/16 and said the Board needs to make sure the budget is correctly reported.

California School Employees Association Chapter 197 – President Jolene Malfatti said CSEA is disturbed with the Daily Journal article concerning the District's possible deficit spending.

H. PERSONNEL COMMISSION – Assistant Superintendent Jay Spaulding reported that the next Commission meeting will take place on June 20, 2016.

I. ITEMS FROM BOARD - None

J. SUPERINTENDENT'S REPORT – Nothing to report.

K. COMMUNICATIONS

Laurie Dolly, a Speech teacher, spoke about the District's financial problem. She said it does not make sense to pay \$500K for the Skyline Middle College program if the District does not have the money. She stated that the District has reserves and is not willing to admit to it.

Kyle Killeen, a SSFHS teacher and bargaining team member, said transparent communication regarding the budget is needed. The District website message on the financing picture caused alarm. A full accounting of the budget is necessary.

Jan Speller, a Baden teacher and head of bargaining, said CTA wants more transparency concerning the reserves, spending and priorities. She questioned hiring a new Director, with a minimum salary of \$100K, if the District has money problems. The District's spending behavior does not match the budget concerns. Ms. Speller asked why the District spent \$1000 for a cartoonist and why there was no mention of the financial problem in the State of the District presentation.

Leslee Cottrell, a parent and teacher, said transparency with the District's financial health is needed. She asked why the reserves are not being spent now on students in the District.

L. PRESENTATIONS

1. EDUCATIONAL SERVICES

a. Teaching and learning presentation: Preschool Program

Coordinator Sheryl Chan shared information on the District's preschool program.

2. ADMINISTRATION

a. District accomplishments

Superintendent Shawnterra Moore recapped District accomplishments for the 2015/2016 school year. She spoke about:

- Improving communication
- Maximizing learning and student achievement
- Building professional and positive relationship
- A Governance handbook which ensures work and practices are aligned with our commitments.
- Board Governance team workshops and retreats
- Big Lift kickoff
- Mental health counseling support for students
- Training opportunities for Classified staff
- Development of District Strategic Plan – Experience, Explore, Embrace, and Excel
- Genentech Science Garage at SSFHS
- Middle school after school care program
- Partnerships that focus on opportunities and support for students
- Martin Gold Ribbon award
- Martin and Baden Kent Awards
- Parkway Heights honored for EL instructional practices
- Parent Education Opportunities at some sites
- Staff members as SSF Superstars
- Staff acknowledged for STEM innovation focus
- \$1.4M in student scholarships

b. Boys and Girls Club – *will be rescheduled.*

M. CONSENT AGENDA:

Items 1a and 3b were pulled for discussion.

MOTION # (Baker/Bush) to approve ~~Item 1a, Minutes to the Regular Board meeting, May 26, 2016;~~ Item 2a, ECHS student to travel to College Park, MD; Item 2b, SSFHS students to participate in the JAMZ Cheerleading Camp in Hayward, CA; Item 3a Certificated Personnel Assignment Order; ~~Item 3b, Classified Personnel Assignment Order;~~ Item 4a, Gifts to the District for May 2016; Item 4b, Martin fundraising events; Item 4c, Professional service agreements under \$25,000; Item 4d, 2016-17 Diary Supply rollover bid. Motion Carried (Unanimous)

Vice President Rosa Acosta questioned a statement on page 10 of the May 26 minutes regarding the Board's direction on removing all portable buildings from sites. As this direction was made at a previous meeting, the minutes were changed to reflect this timing.

MOTION # (Acosta/Bush) to approve Item 1a, Minutes to the Regular Board meeting, May 26, 2016 (with one change). Motion Carried (Unanimous)

Trustee Acosta asked about the employment of a Bond Construction Project Manager "pending fingerprint clearance". Dr. Spaulding said the item is time sensitive, but the employee would not begin work until the clearance was obtained. He will inform the Board when this occurs.

MOTION # (Baker/Lujan) to Item 3b, Classified Personnel Assignment Order. Motion Carried (Unanimous)

INFORMATION/DISCUSSION

1. ADMINISTRATION

a. 1st reading of District's Updated Board Bylaw and Policies

For this first reading, the Trustees considered the following updated District's Board Bylaw and Policies:

1. BB 9110 Terms of Office
2. BP 1312.3 Uniform Complaint Procedures
3. BP 3270 Sale and Disposal of Books, Equipment and Supplies
4. BP 3553 Free and reduced meals
5. BP 5146 Married-Pregnant-Parenting Students
6. BP 6142.7 Physical Education and Activity
7. BP 6152 Class Assignment
8. BP 6164.2 Guidance Counseling Services

Trustee Baker said the Bylaws and Policies Committee updated these items to reflect new laws. BB 9110 was corrected from listing elections in odd-numbered years to even-numbered years in the District. BP 5146 was made gender neutral.

Trustee Judy Bush stated that BP 6164.2 has two options. The Board will need to choose one option at next meeting.

The bylaw and polices will be brought back for a second reading and approval at the next Board meeting.

2. BUSINESS SERVICES

a. Seamless Summer Meal Program

Assistant Superintendent Michael Krause shared the following information on the District's participation rates for the seamless summer program in the past three years.

	2013 Parkway	2014 Martin & LC	2015 Spruce	
meal	lunch	lunch	brkfast.	lunch
# days	7	39	39	39
# meals	104	5852	780	2890
daily avg.	15	150	20	74

2016 Seamless Summer Meal Program in the District.

- Open to the Community
- Serves breakfast and lunch daily to children 18 years and under
- Locations & dates:
 - Martin - June 6 through July 8
 - Spruce - June 6 through July 8
 - Los Cerritos - June 6 through July 15
- Information spread via school banners, school marquees, fliers (in English and Spanish), School Messenger system, City notification, and District website

Trustee Baker requested information on the number of summer school students vs. community members who partake in the program this year.

PUBLIC HEARINGS

a. 2016-2017 Local Control Accountability Plan (LCAP)

A public hearing provided an opportunity for members of the public to comment on the 2016-2017 Local Control Accountability Plan (LCAP).

The Board meeting was suspended to open a public hearing at 8:05 p.m.

Carol Velez, a parent, asked the Board to consider LCAP or other funding sources to maintain the Alma de Mexico Ballet Folklórico at SSFHS.

Dr. Leticia Bhatia and Assistant Superintendent Krause presented information on the LCAP as follows:

LCAP is one component of the LCFF plan to meet the goals of the State and local priorities.

8 State Priorities and Related Data Elements

- **Student Achievement** - Performance on assessments, Academic Performance Index, College and Career Readiness, English learners becoming reclassified and proficient, Advanced Placement Exams passage, and Prepared through Early Assessment Program
- **School Climate** - Student suspension rates, Student expulsion rates, and other local measures
- **Student Engagement** - School attendance rates, Chronic absenteeism rates, Middle School dropout rates, High School dropout rates, and High School graduation rates
- **Basic Services** - Rate of teacher mis-assignments , Student Access to standards-aligned instructional resources and materials and Facilities
- **Parental Involvement** - Efforts to seek parent input, Promotion of parental participation and leadership
- **Implementation of State Standards** - Implementation results for all students, including English learners
- **Course Access** - Student access and enrollment in courses of study
- **Other Student Outcomes** - Other indicators of student performance in courses of study. May include performance and other exams.

The District needs to show how we will support our unduplicated student groups, which are low SES students, foster youth students, and English Learner students. In addition to our unduplicated students, state and local measures have also demonstrated a significant gap among additional student subgroups. SSFUSD will also support student subgroups of African American, Hispanic/Latino/a, Pacific Islander, Special Education, and Homeless.

LCAP Goals for SSFUSD

Goal 1: Centered around a high quality educational program focusing on social and academic achievement. The district will provide a high quality educational program that focuses on raising the overall academic achievement and social learning environment for all students.

Goal 2: Focused on professional development for all staff to foster preparation of our students for college, career, and lifelong readiness and provide support for skills specific to professions. Identified classified staff, certificated and administrative staff will participate in professional development trainings that will assist in: 1. Preparing our students for college, career and lifelong readiness and/or 2. Providing on-going support for learning and growth within the profession to increase skills to better support the engagement and attendance of all students.

Goal 3: Focused on student, parent, and community engagement making stronger connections to school and home. The district will increase student, parent, and community engagement and support programs that foster a stronger, more positive, connection between school and home.

LCAP Minimum Proportionality Percentage (MPP)

- MPP is the % by which services for unduplicated students must be increased or improved over services provided for all students in the LCAP year.
- Supplemental/Concentration grant funding is the estimated amount the district will budget to spend for the unduplicated students.
- The District will need to reduce the supplemental allocations in the LCAP by \$817,361, mainly in the new actions and services that have not been implemented.

Last Friday, the County provided suggestions which will be incorporated into the LCAP for Board approval at the June 23 meeting.

The public hearing was closed and the Board meeting resumed at 8:19 p.m.

b. 2016/2017 BUDGET

A public hearing provided an opportunity for members of the public to comment on the 2016-2017 District Budget and the Multi-Year Projections (MYP) for 2017-2018 and 2018-2019.

The Board meeting was suspended to open the public hearing at 8:19 p.m.

Assistant Superintendent Krause reviewed the following:

Purpose of the Budget

- A financial plan outlining proposed District actions
- An accountability tool
- A public information document
- The Budget serves as both a policy document and a practical day-to-day guidance tool; it is an expression in dollars of the District's education program.
- Serves as an outline for the estimated revenue and expenses for the fiscal year

SSFUSD Enrollment

- The highest enrollment has declined over time from 10,269 students in 1998/99, to 9,111 students in 2014/15
- If the District were to become LCFF funded, this would be a big factor.

SSFUSD 2015/2016 Budget Assumptions

- Property Tax Increase 2.75%
- District has the potential to flip to LCFF
- Negotiated 5.00% increase included.
- Estimated STRS and PERS increase budgeted. (STRS/PERS is one of the largest areas of expense for the District.)
- One time mandate reimbursement at \$2M included.

Basic Aid Status

- Due to the District's Basic Aid status, it is important to recognize that SSFUSD does not receive any additional funding as a result of the formula's calculation.
- This is because the value of SSFUSD property tax revenue is already in excess of the Property Tax - LCFF calculated amount. As such, while neighboring districts experience significant revenue increases due to the State adding funding to reach full LCFF implementation, SSFUSD will not benefit. LCFF State increase funding by \$6.1 billion
- However, SSFUSD is still obligated to spend the amount specified in the Supplemental Grant on the targeted populations. Assuming full implementation, the amount of the Supplemental Grant for 2016-17 is estimated to be \$5.8 million.
- Although the District currently operates robust programs that benefit the targeted English Learner, Low Income, and Foster Youth populations, reaching and maintaining a number of this magnitude will fiscally challenge the District in the coming years.

General Fund Revenues

(total is combined unrestricted and restricted)

	2015-16		2016-17		
	<u>Estimated</u>	<u>Actuals</u>	<u>Budget</u>	<u>Diff.</u>	
LCFF	\$	80,338,923	\$	77,791,410	-2.9%
Federal Revenue	\$	4,053,243	\$	3,194,978	-21.2%
Other State	\$	8,022,587	\$	5,422,642	-32.4%
Other Local	\$	3,250,318	\$	2,391,899	-26.4%
TOTAL REVENUES	\$	95,663,071	\$	88,980,929	-7.0%

Trustee Daina Lujan asked and Mr. Krause replied that the General Fund Reserves do not reflect the MPP yet.

Trustee Baker requested, in the interest of transparency, a breakdown of what funds are included in the LCFF revenue.

General Fund Expenditures

(total is combined unrestricted and restricted)

	2015-16		2016-17		
	<u>Estimated</u>	<u>Actuals</u>	<u>Budget</u>	<u>Diff.</u>	
Certificated salaries	\$	38,953,947	\$	43,088,735	10.8%
Classified salaries	\$	13,411,509	\$	13,790,700	2.8%
Employee benefits	\$	15,312,828	\$	17,979,192	17.4%
Books and supplies	\$	11,746,185	\$	10,752,517	-8.5%
Services & other	\$	10,403,180	\$	9,367,993	-10.0%
Operating expenditures	\$	2,446,639	\$	680,000	-73.0%
Capital outlay	\$	4,026,905	\$	4,026,905	0.0%
Other outgo	\$	(307,076)	\$	(1,504,042)	389.8%
TOTAL EXPENDITURES	\$	95,994,117	\$	98,159,000	2.3%

Assistant Superintendent Krause explained STRS, for Certificated employees, and PERS, for Classified employees, are the employee pensions which must be funded for retirees. The State did not put in their fair share for the last 30 years and now Districts are being penalized. Ms. Lujan inquired whether the employee benefits include STRS and PERS. Mr. Krause said they did, along with employee health benefits. On July 1, 2016, the District's contribution will increase from \$601 to \$801 monthly per employee.

Excess (deficiency) of revenues over expenditures before other financing sources and uses

(total is combined unrestricted and restricted)

2015-16	2016-17	
<u>Estimated Actuals</u>	<u>Budget</u>	<u>Diff.</u>
\$ (331,046)	\$ (9,178,072)	2672.4%

Next Steps

- Monitor the budget.
- Make any changes before final adoption.
- Work with all stakeholders to maintain a fiscally solvent budget in the current year and in the out years.

The public hearing was closed and the Board meeting resumed at 8:52 p.m.

ACTION

1. ADMINISTRATION

- a. Resolution No. 16-44 for Lesbian, Gay, Bisexual and Transgender (LGBT) Pride Month**

Board Clerk Bush read the resolution.

MOTION # (Lujan/Baker) to adopt Resolution #16-44: In support of 2016 LGBT Pride Month. (AYES: Acosta, Baker, Bush, Lucy, Lujan; NOES: None). Motion Carried. (Unanimous)

- b. Adoption of Polices for the November 8, 2016 Governing Board Election**

Trustee Baker said he is not in favor of a run-off election for a tie vote based on the cost and delay. Assistant Superintendent advised the Board that the historical cost of a run-off election is \$55K. This item will be re-agendized for the June 23 Board meeting to allow for time to check on District Bylaws/Polices and/or County procedures and other possible options related to a tie vote.

2. EDUCATIONAL SERVICES

- a. Approval of the Biotechnology 1/2 New Course Offering**

Vice President Acosta questioned the disparity of having 80 students at ECHS and only 55 students at SSFHS. Dr. Bhatia replied that ECHS has three sections compared to SSFHS's two sections, but SSFHS has the BioTech Partners program as well.

Trustee Bush requested that Baden students be included. Dr. Bhatia said, as with any program, if a student qualifies, the District will figure out the transportation needed.

MOTION # (Acosta/Baker) to approve the Biotechnology 1/2 for implementation during the 2016-17 school year at South San Francisco High School and El Camino High School. Motion Carried. (Unanimous)

b. Approval of the Biotechnology Classroom Modifications

Vice President Acosta asked about the costs. Mr. Krause said \$45K is for supplies and \$30K is for the regular staff, which is not an extra amount.

Trustee Baker inquired if the modifications were for new classrooms. Dr. Bhatia replied they would only modernize the old ones and for the 2017/18 courses, the new SSFHS building would be used.

MOTION # (Acosta/Baker) to approve the Biotechnology 1/2 classroom modifications for the upcoming 2016-17 school year for both South San Francisco High School and El Camino High School. Motion Carried. (Unanimous)

3. BUSINESS SERVICES

a. Resolution No. 16-45 Budgetary Increases and Year End Transfers

MOTION # (Acosta/Lujan) to adopt Resolution #16-45: Budgetary Increases and Transfers at year end for the 2015 – 2016 Fiscal Year. (AYES: Acosta, Baker, Bush, Lucy, Lujan; NOES: None). Motion Carried. (Unanimous)

b. Approval of School Services 2016-2017 contract

MOTION # (Baker/Lujan) to approve the contract with School Services of California for 2016-2017. Motion Carried. (Unanimous)

REVIEW OF FUTURE AGENDA ITEMS AND MEETINGS

June 23, 2016

- Update on Measure J at Martin Elementary School
- Update on District Measure J projects
- RBC presentation on May 2016 Bond sale
- Adoption of 2016-2017 LCAP
- Adoption of 2016-2017 preliminary budget

- Boys and Girls Club after school child care program
- Approval of Middle College MOU
- Approval of CDE 2016-17 Children's Center contracts
- Approval of Technology plan
- Public Hearing - Reserves in excess of minimum reserve requirements
- Approval of updated Governance Handbook
- Approval of Consolidated Application and Reporting System Spring 2016 data collection
- Discussion on District-wide safety patrol program
- Approval of Facility use fees
- EPA Resolution

July 21, 2016

- Williams report for quarter ending 6/30/16
- Approval for Board & Superintendent to participate in December CSBA Annual conference
- Approval of 2016-2017 contract(s) with legal firms utilized by the District
- Approval of State awarded contracts
- Approval of declaration of need for fully qualified educators, 2016-2017
- Update on Every Student Succeeds Act (ESSA)
- Approval of OpTerra financing plan

August 18, 2016

- Summer School report
- Discussion of October 20 Community Forum topic(s)

September 8, 2016 - Televised

- Teaching and learning presentation – *School TBD*
- Introduction of Student Trustee & ASB High School Presidents
- Commemorating Spruce Centennial
- Presentation of CBOC 2015-2016 annual fiscal report
- Discussion on expansion of childcare
- Resolution for Attendance Awareness Month
- Resolution Honoring Hispanic Heritage Month
- Resolution for Childhood Cancer Awareness Month

September 22, 2016

- Teaching and learning presentation – *School TBD*
- Resolution for confirmation of sufficient student textbooks/instructional materials
- Approval of year end unaudited actuals
- BTSA presentation
- Resolution honoring Filipino American History Month
- Resolution honoring National Disability Employment Awareness Month

- CAASPP District results
- Approval for Superintendent to participate in ACSA Leadership summit
- GANN limit resolution

October 6, 2016

- Teaching and learning presentation – *School TBD*
- Williams report for 3rd quarter ending 9/30/16
- Resolution for California Week of the School Administrator (10/10 - 10/15)
- Updated Safe School Plans
- Approval of updated designated representatives to CIF (California Interscholastic Federation)
- Resolution for Domestic Violence Awareness Month
- Resolution for National School Lunch Week (10/10 – 10/14)

October 20, 2016 – Community Forum

- Topic(s) TBD

November 17, 2016

- Teaching and learning presentation – *School TBD*
- Resolution honoring American Indian Heritage Month
- Approval of SES contracts

December 8, 2016 - Televised

- Teaching and learning presentation – *School TBD*
- Board of Trustees reorganization
- Resolution honoring outgoing Board President
- First interim budget report “positive certification”
- Resolution for Computer Science Week
- Approval for Superintendent to participate in ACSA symposium
- CSBA Delegate Assembly nomination

SUMMARY OF BOARD DIRECTIVES

1. Re-agendize the Boys and Girls Club presentation for June 23 Board meeting.
2. Mr. Krause to provide the breakdown of LCFF sources for the June 23 Board meeting.
3. Re-agendize candidate policy form for June 23 Board meeting.

GOOD AND WELFARE

Trustee Lujan thanked Mr. Krause for a great study session. On Wednesday, she attended the SMCOE Board meeting, where she and Martin Principal Rosemary Wood received recognition for their schools’ Kent Awards.

Trustee Bush thanked everyone for the study session. She hopes everyone has a good start to the summer.

Trustee Baker helped with the election on Tuesday and thanked the Los Cerritos staff for their assistance and all principals for providing their sites as polling places.

Vice President Acosta attended the last PTA meeting and thanked them for their work on behalf of the Board. (She then announced the Seamless Summer Meal Program in Spanish for the viewing audience.)

President Patrick Lucy wished everyone a healthy summer.

Dr. Moore said she was proud that summer school started well and kids were engaged.

ADJOURNMENT – 9:18 p.m.

OBJECT CLASSIFICATION	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	ENCUMBERED	PENDED/ENCUMBERED	UNENCUMBERED BALANCE
8660 INTEREST	275,000.00	0.00	281,978.20	100.0	0.00	6,978.20-
TOTAL - 8000	275,000.00	0.00	281,978.20	100.0	0.00	6,978.20-

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Michael Krause, Assistant Superintendent – Business Services
DATE: June 23, 2016
RE: Measure J Update

BACKGROUND:

Staff will present updated information related to the Measure J bond program.

FISCAL IMPLICATIONS:

N/A

RECOMMENDATION:

For Information/Discussion only.

TO THE BOARD OF TRUSTEES FROM THE SUPERINTENDENT

It is recommended that the following Classified Personnel items be approved:

EMPLOYMENT

Verdin, Diane, Administrative Assistant, Educational Services Department, Range 37, Step 3, effective May 26, 2016.

Vargas, Maria Victoria, Bond Construction Project Manager, Range 17S, Step 4, effective June 13, 2016.
(Pending fingerprint clearane)

Wang, Betty, Job Developer, Special Education Department, Range 42, Step 5, effective August 17, 2016.

RESIGNATION

George, Jeffery, Custodian I, Spruce Elementary School, Range 33, Step 5, effective June 30, 2016.

TEMPORARY OUT OF CLASS PAY

Nunsiale, Rory, Acting District Security, Facilities Department, Range 37, Step 4, effective May 9, 2016 through May 13, 2016 (5:00pm-1:30am).

SUMMER SCHOOL

Attached. Revisions or additions are marked.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Shawnterra Moore, Ed.D., Superintendent
THRU: Michael Krause, Assistant Superintendent – Business Services
DATE: June 9, 2016
RE: Professional Services Agreements

BACKGROUND:

The following Professional Service Agreements are being submitted for approval:

Special Education

\$3,000 Mary Montle Bacon, Ph.D. – Provide site visits and professional development for staff to enhance schools' culture & climate.

Amendment to \$17,000 Board approved 4/28/16.

South San Francisco High School

\$595 Magic Circus (Benny Buettner) – Science, environmental education assembly.

Educational Services

\$20,000 Kate Kinsella – 4 half day intensive institutes for District K-12 Administrators and instructional coaches. English Learner curriculum and instruction.

\$1,000 Giselle Chow Consulting – Graphic Facilitation – 4/20/16 State of the District.

Business Services

\$8,000 VTD & Co., LLP – Bond Audit

FISCAL IMPLICATIONS:

Listed above.

RECOMMENDATION:

It is recommended that the South San Francisco Unified School District Board of Trustees approve the agreements as presented.