

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT  
BOARD OF TRUSTEES  
AGENDA AND ORDER OF BUSINESS – COMMUNITY FORUM  
Thursday, October 8, 2015**

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

**OPEN SESSION — 6:00 p.m.**

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**

**INFORMATION/DISCUSSION**

**D. COMMUNITY FORUM – SAFETY AND SECURITY IN THE DISTRICT**

- a. Introduction**
  - Superintendent Shawnterra Moore
- b. Informational tips for maintaining the safety of our students in neighborhoods and schools**
- c. Importance of communication with children**
  - Making sure parents are talking to their children about their friends, being aware of surroundings, stranger danger, etc.
- d. Online safety**
  - What we post such as sexting, knowing who we're talking with, thinking in advance, etc.
- e. Role/responsibility of School Resource Officers**
- f. Resources for parents and community**
- g. SSFUSD Safety**
  - Updated safe school plans
  - Other

## E. COMMUNICATIONS – Open microphone

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.

## 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](http://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](mailto:ncantley@ssfusd.org)

## CHILD'S FUTURE

- Potential employers check online sources for applicant information.
- Apps can be deceiving and some will covertly record the user.

## E. COMMUNICATIONS

Jolene Malfatti, an employee, asked Officer O'Connor his opinion of cell phones in the classrooms. He replied it was not a good idea.

Robert Richardson, a resident, commented on all Buri Buri students being released from school at the same time which causes safety concerns. He suggested the release be at staggered times for students. Officer O'Connor said every officer is aware of Buri Buri's situation and patrol when possible. Director Sebers stated that staffing and contractual agreements are factors that also need to be considered. Officer O'Connor complimented the efforts of the principal and assistant principal on student safety.

Mary Musallam, a Monte Verde teacher, asked which police department covers that site as it has a San Bruno address. Officer O'Connor said SSFPD handles the requests for that site as best they can. President Bush suggested the Superintendent contact the San Bruno PD to review the situation. Ms. Musallam stated that since Monte Verde was remodeled, there are no outside speakers at the site. Dr. Moore said all principals are aware and administration is working on bids to present to the Board for approval. She said it is a top priority to resolve this school year. Remodeled schools will be addressed first, then the other sites. Assistant Superintendent Michael Krause added that he is seeking about three quotes, will evaluate the plans and add them to a Board agenda. Trustee Maurice Goodman said it is a best practice to ask for qualifications first (RFQ). The focus should be on the provider since the District would use CMAS to negotiate a low cost for the work. Tatiana Scanlon, a parent, asked why this was only brought up two weeks ago since this is the third year since Monte Verde was remodeled. President Bush said some items were not thoroughly communicated before, but this has improved between the Superintendent, Cabinet and the Board. She said this issue is a priority. Trustee Goodman said the Board just found out some issues were not addressed by the previous administration.

Erica Mendoza, asked Officer O'Connor if safety meetings were held at all sites, including Martin. He said they attend the PTA meetings at that school. President Bush advised the parents and PTA to let the principal know they want meetings concerning safety. Ms. Mendoza said some Spanish-speaking parents don't read the English posts of their children. Officer O'Connor said the parents need to want to participate.

Tori Sanna, an ECHS student, said students use social media regarding school events.

Ryan Mayfield, an ECHS parent, said a new club at the school does not have an advisor but a non-faculty person offered to take the role. Dr. Jay Spaulding replied that he will check the CTA agreement since certificated employees have the first dibs on such positions. Dr. Moore added that a club advisor must be a certificated staff member. A classified employee can lead the meetings but a certificated employee must be present.

Ms. Malfatti asked if gang suppression is better in South San Francisco now and complimented the police department for their work on community safety. Officer O'Connor said a gang task force, NRT, enforces the zero tolerance policy.

Mr. Richardson asked why the Buri Buri fire suppression system is turned off. Mr. Krause said that, due to construction at the site, systems are not online, There is a 24-hour watch at the site who has contact via cell phone if a problem arises.

c. **SSFUSD Comprehensive Safety**

**UPDATED SAFE SCHOOL PLANS**

Director Ryan Sebers provided the Board with information on updated Safe School Plans for the District. He reviewed the "Comprehensive Safe School and Emergency Management Plan". As required, each site has completed their plans for the 2015/16 school year. All site plans comply with the California Standardized Emergency Management System and the National Incident Management System. Plans are reviewed for verification of required components and shared with the police. Aerial reference photos of schools are updated upon completion of construction projects to keep the police current on school layouts. School site councils or PTA approve the annual plans.

Site plans include:

- Evacuation and Command Center locations, with alternates
- Site Maps and Plant Schematics
- Utility-Shutoff Procedures
- Safe School Programs and Activities
- Emergency Management Action Plan
- Team Org Chart and Contact Roster
- List of Staff with Emergency Skills Training
- Team Roles and Responsibilities
- First Aid and Emergency Supplies
- Roster of Students & Staff with Special Needs
- Master Schedule and Contact Lists

District's Emergency Management Handbook

- Is included within each school site plan.
- Responses are not variable between sites.
- **"Big 5 states of readiness"** - emergency response protocol developed by the San Mateo County Coalition for Safe Schools and Communities. It has been adopted by the San Mateo County Office of Education, as well as police and fire departments within San Mateo County.
  1. Drop, cover and roll (earthquake or explosion)
  2. Evacuation (outside building is safer than inside)
  3. Lockdown/barricade (immediate threat)
  4. Secure campus (potential threat)
  5. Shelter in place