

**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
AGENDA AND ORDER OF BUSINESS
Special Meeting - Monday, August 3, 2015
South San Francisco Unified School District,
Board Room
398 B Street, South San Francisco**

OPEN SESSION — 6:30 p.m.

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

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

CONVENE INTO CLOSED SESSION — 6:45 p.m.

1. To consider the appointment of one (1) public employee to the position of Interim Assistant Superintendent of Human Resources and Student Services, in accordance with Government Code Section 54956.
2. To consider the appointment of one (1) public employee to the position of Interim Assistant Superintendent of Educational Services and Categorical Programs, in accordance with Government Code Section 54956.
3. To consider the appointment of one (1) public employee to the position of Interim Director of Educational Services, in accordance with Government Code Section 54956.

RECONVENE INTO OPEN SESSION – 7:30 p.m.

E. REPORTING OUT FROM CLOSED SESSION

ACTION

1. BUSINESS SERVICES

- a. Approval to solicit bids for paving at South San Francisco High School. Staff recommends the Board of Trustees solicit request for proposals for paving the back gate entrance to South San Francisco High School, as presented to the Board.

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 Meetings*).

1) 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: castone@ssfusd.org

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT
Minutes of the Board of Trustees' Special Meeting of August 3, 2015

OPEN SESSION — 6:01 p.m.

A. CALL TO ORDER

B. ROLL CALL

Board Members:	Mrs. Rosa Acosta	– Present
	Ms. Judith Bush	– Present
	Mr. Maurice Goodman	– Present
	Mr. Patrick Lucy	– Present
	Mr. Rick Ochsenhirt	– Present

Cabinet Present: Superintendent Shawnterra Moore
Assistant Superintendent Michael Krause

C. PLEDGE OF ALLEGIANCE led by Superintendent Shawnterra Moore.

D. COMMUNICATION

Jolene Malfati, CSEA197 President, congratulated Superintendent Shawnterra Moore on her new position on behalf of CSEA.

CLOSED SESSION — 6:32 p.m.

1. To consider the appointment of one (1) public employee to the position of Interim Assistant Superintendent of Human Resources and Student Services, in accordance with Government Code Section 54956.
2. To consider the appointment of one (1) public employee to the position of Interim Assistant Superintendent of Educational Services and Categorical Programs, in accordance with Government Code Section 54956.
3. To consider the appointment of one (1) public employee to the position of Interim Director of Educational Services, in accordance with Government Code Section 54956.

RECONVENE INTO OPEN SESSION – 7:04 p.m.

E. REPORTING OUT FROM CLOSED SESSION

ACTION

MOTION # (Lucy/Goodman) to appoint Dr. Jay Spaulding as the Interim Assistant Superintendent of Human Resources and Student Services on a vote of 5-0. Motion Carried. (unanimous)

Dr. Jay Spaulding thanked Superintendent Moore and the Board for having confidence in his ability to take the next step in going to the Human Resources Office, and said that he's looking forward to moving South San Francisco forward to be the best District in California.

MOTION # (Lucy/Goodman) to appoint Dr. Leticia Bhatia as the Interim Assistant Superintendent of Educational Services and Categorical Programs Services on a vote of 5-0. Motion Carried (unanimous)

Dr. Leticia Bhatia thanked Superintendent Moore and the Board and said she feels very honored and privileged to follow the vision road that Dr. Moore has paved for Educational Services. She said that she's looking forward to helping South San Francisco be the best District on the Peninsula, and perhaps the country. She stated that she's also looking forward to supporting our vision concerning the English Learner's Program.

MOTION # (Lucy/Acosta) to appoint Mr. Cregg Ramich as the Interim Director of Educational Services on a vote of 5-0. Motion Carried (unanimous)

1. BUSINESS SERVICES

ACTION

a. MOTION # (Ochsenhirt/Lucy) to approve the solicitation of bids / request for proposals for paving the back gate entrance to South San Francisco High School. Mr. Krause stated that the South San Francisco High School Measure J Bond project is near completion, but that the access road leading up to the back of the school is not a part of the Measure J program, and said the road was not included the original contract so the District has to go out to bid to get an asphalt paver to pave the road, which is used by emergency personnel. He stated that USS Cal contractor has laid down a bed of gravel on the road, and stated that everything else would be paved up to it by the time school opens. President Bush confirmed that the back gate would not be open for beginning of school. Principal Cynthia Rapaido confirmed that the road would be used for emergency purposes only. Trustee Ochsenhirt discussed the recent tour by the Board and discussed the curving of the road

to regulate the water run-off. Trustee Acosta asked how soon would Mr. Krause be putting out an RFP for this project. Mr. Krause replied hopefully tomorrow and stated that the whole process should take a few weeks, within the next 60 days. Vice President Lucy asked if USS Cal had made any comments about paving the road for the District. Mr. Krause discussed other work they are doing, but stated that we will follow the Public Contracts Code bids process. Motion Carried (unanimous)

ADJOURNMENT— at 7:11 p.m.

SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Shawnterra Moore
Superintendent

THRU: Michael Krause
Assistant Superintendent – Business Services

DATE: August 3, 2015

RE: Authorization to Solicit Bids- Paving

BACKGROUND:

The District is needing to have the access road behind South San Francisco High School paved in order for fire and police to enter in an emergency. **This project does not fall under Measure J.** In order to solicit bids for the proposed paving, the Board of Trustees is required to authorize staff to prepare the necessary paperwork to solicit bids in order to meet State of California Public Contract Code.

FISCAL IMPLICATIONS:

Staff estimated the cost will not exceed \$50,000 inclusive of paving and any other administrative fees. Expenses will be paid from Fund 40.0, Special Reserve Fund for Capital Outlay Projects

RECOMMENDATION:

The District respectfully recommends approval to solicit bids for the paving of the access road as stated above.