

APPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: July 22, 2026

Meeting Location: San Mateo County Office of Education
101 Twin Dolphin Dr.
Redwood City, California 94065

Board Members Present: Susan Alvaro, Edith Arias, Chelsea Bonini,
Patricia Love, Mike O'Neill, Hugo Torres

Board Members Absent: Beverly Gerard (due to hardship)

Staff Officials Present: Marco A. Chávez, Superintendent;
Jennifer Perna, Executive Assistant

Other Staff Present: Kevin Bultema, Kris Shouse, Jae Takahashi

1. OPENING ITEMS

A. Call to Order

Board President Hugo Torres called the meeting to order at 7:00 p.m.

B. Approval of Agenda

After a motion by Board Member O'Neill and a second by Board Member Love, the July 22, 2026, agenda as presented was approved by a vote of six in favor (Alvaro, Arias, Bonini, Love, O'Neill, and Torres) and one absent (Gerard).

2. PUBLIC COMMENT

The following speakers provided live public comment:

- Aahaan Jain, member of the public
- Kelly Liu, member of the public

3. EMPLOYEE OF THE MONTH

EMPLOYEE OF THE MONTH (continued)

- A. July 2026 Employee of the Month Spring Ho, Payroll and Retirement Analyst, District Business Services, Business Services Division

Board President Torres recognized the July 2026 Employee of the Month Spring Ho, Payroll and Retirement Analyst, District Business Services, Business Services Division, and honored her on behalf of the Board.

4. INTRODUCTION OF NEW/RECENTLY PROMOTED STAFF

- A. Introduction of Sharon Zimmern, Coordinator, College, Career, and Community Partnerships, Educational Services Division

Sharon Zimmern introduced herself in her new role as Coordinator, College, Career, and Community Partnerships, Educational Services Division.

5. APPROVAL OF MINUTES

- A. June 10, 2026, Regular Board Meeting

After a motion by Board Member Love and a second by Board Member Alvaro, the Minutes of the June 10, 2026, Regular Board Meeting were approved by a vote of six in favor (Alvaro, Arias, Bonini, Love, O'Neill, and Torres) and one absent (Gerard).

- B. June 24, 2026, Regular Board Meeting

Board Member Arias noted that for Item 5.A. on page 2, her name had mistakenly been included among those who voted in favor of the motion, although she was absent from the meeting.

After a motion by Board Member Alvaro and a second by Board Member Love, the Minutes of the June 24, 2026, Regular Board Meeting as amended were approved by a vote of five in favor (Alvaro, Bonini, Love, O'Neill, and Torres), one abstention (Arias), and one absent (Gerard).

6. CONSENT AGENDA

- B. Receive Staffing Reports
- C. Receive Quarterly Report on Complaints, as Required by the Williams Settlement
- D. Biennial Review of the Conflict of Interest Code
- E. Adopt Joint Resolution No. 26-37 Honoring Delia Ruggeri on Her Retirement
- F. Adopt Joint Resolution No. 26-38 Honoring Jane Unger on Her Retirement
- G. Adopt Joint Resolution No. 26-39 Honoring Don McNab on His Retirement
- H. Adopt Joint Resolution No. 26-40 Honoring Tricia Giovanazzi on Her Retirement

CONSENT AGENDA (continued)

After a motion by Board Member O'Neill and a second by Board Member Alvaro, the Consent Agenda was approved by a vote of six in favor (Alvaro, Arias, Bonini, Love, O'Neill, and Torres) and one absent (Gerard).

7. OFFICE OF THE SUPERINTENDENT

- A. Public Disclosure of the Successor Collective Bargaining Agreement Between the San Mateo County Superintendent of Schools and California School Employees Association (CSEA) and its Chapter 158 for 2025-2027

Kevin Bultema, Deputy Superintendent, Business Services Division, presented the public disclosure of the successor collective bargaining agreement between the San Mateo County Superintendent of Schools and California School Employees Association (CSEA) and its Chapter 158 for 2025-2027.

There were no questions from the Board.

- B. Public Disclosure of Compensation Adjustments for San Mateo County Office of Education (SMCOE) Confidential and Management Employees for 2026-2027

Kevin Bultema, Deputy Superintendent, Business Services Division, presented the public disclosure of the compensation adjustments for San Mateo County Office of Education (SMCOE) Confidential and Management Employees for 2026-2027.

There were no questions from the Board.

- C. Superintendent's Comments

Superintendent Chávez congratulated Kris Shouse, Associate Superintendent, Educational Services Division, who will be stepping into the role of president for the Association of California School Administrators (ACSA) Region 5. He commended her leadership as she takes on this new position.

Superintendent Chávez wished happy upcoming birthdays to Board Member Love and Mary Yung, Associate Superintendent, Special Education Local Plan Area (SELPA), on August 2, and Board Member Gerard on August 10.

8. BOARD MEMBERS

- A. First Reading of Updated Board Policies: Board Bylaw 9150: Student Board Members and Board Bylaw 9240: Board Training

Superintendent Chávez provided information on the first reading of the following updated board policies – Board Bylaw 9150: Student Board Members and Board Bylaw 9240: Board Training.

BOARD MEMBERS (continued)

Board Member Arias asked if these board policies were adopted in 2023. Superintendent Chávez confirmed that the student board member policy was adopted in 2025 and the board training policy was adopted in 2023.

Board Member Arias commented that she was pleased to see mileage reimbursement included for the student board members, noting that it will help support participation.

Board Member Arias referred to the wording in Section 2A indicating staff “shall provide” students with information about the opportunity to serve on the County Board. She asked about changing the language to “must provide” to ensure all students are fully informed. Board Member Love explained that “shall” means a requirement and is the wording typically used in resolutions.

Board Member Arias noted that the policy indicates student board members “shall have the right to attend all County Board meetings except closed sessions” and asked if attendance should be framed as a requirement rather than a right. Board Member Love clarified that the Board would not require attendance. She added that if a student repeatedly doesn’t attend without reason or feels the role isn’t a good fit, the Board can review their status.

Board Member Arias asked if the policy should specify whether missing a certain number of meetings counts as not fulfilling duties, since the language could be misread to imply mandatory attendance. Board Member Love discussed how expectations for student board members should stay flexible and the Board can rely on onboarding and training to explain the role. If a student tries to participate but occasionally cannot, that would not count against them. She recommended that the policy stay broad with the onboarding process outlining expectations.

Board Member Arias said she wanted the policy to clearly state that a student won’t lose their position for reasons beyond their control and suggested adding a word or sentence to clarify expectations. She underscored that she wasn’t suggesting mandatory attendance. Instead, she wants to ensure the policy protects students, so that if a student is placed in the role and isn’t fulfilling responsibilities, it is clear why and under what circumstances they might lose their position. Board Member Love emphasized that the policy should be a broad framework, with the detailed expectations handled through the processes built around it.

Board Member Bonini suggested that the policy do more than state that student board members have the right to attend. She recommended it also express that the Board encourages or expects attendance so students understand they are wanted at meetings. Adding such wording sets a positive expectation while preserving flexibility and avoiding punitive language.

Board Member Alvaro discussed how the existing sentence about a student’s right to attend all board meetings except closed sessions should remain unchanged because it reflects legal requirements. She supported adding a sentence about encouraging the student to attend as many meetings as feasible.

Board Member Love pointed out that the policy begins by stating the Board supports student participation, which serves as a general invitation. She noted that although the language was based on

BOARD MEMBERS (continued)

California School Boards Association (CSBA) wording, the Board has made adjustments and the Board Policy Subcommittee can consider further edits if needed.

Board Member Arias emphasized that the policy should clarify basic expectations in the role, including those related to attendance.

Board Member Bonini asked if the existing policy allows the Board to move forward with selecting a student from the Court and Community Schools. She wanted to ensure working on the proposed edits won't cause any delays. Superintendent Chávez assured there is a policy in place for the Court and Community Schools Program and the team is waiting for students to come back to engage in that process.

Board President Torres agreed with keeping the sentence about the student's right to attend all meetings except closed sessions, since that reflects legal requirements. He agreed with adding an additional line stating that students are expected to attend as many meetings as they are able to attend.

Board Member Bonini recalled a past instance where a student board member asked to attend closed session and there was uncertainty about whether that was allowed. She suggested reviewing the Education Code to confirm whether any exceptions exist because there might have been a situation where attendance was permitted. Superintendent Chávez shared he would look into this.

Board Member Arias asked whether student board members are allowed to attend conferences and whether the County Office covers their expenses. Board Member Love confirmed that student board members attended conferences in the past and the County Office paid their costs. Superintendent Chávez explained that the County Office can pay upfront for the conference registration and hotel, rather than relying on reimbursement. Board Member Arias discussed how students shouldn't be blocked from conferences because they can't afford upfront costs. If attendance is meant to be supportive and accessible, covering expenses directly, rather than through reimbursement, is essential.

B. Second Reading and Action on New Board Policies: Board Policy 5131.8: Mobile Communication Devices, Board Policy 6141.2: Recognition of Religious Beliefs and Customs, Board Policy 6142.1: Sexual Health and HIV/AIDS Prevention Instruction, and Board Policy 6142.8: Comprehensive Health Education

Superintendent Chávez provided information on the second reading of the following new board policies – Board Policy 5131.8: Mobile Communication Devices, Board Policy 6141.2: Recognition of Religious Beliefs and Customs, Board Policy 6142.1: Sexual Health and HIV/AIDS Prevention Instruction, and Board Policy 6142.8: Comprehensive Health Education.

There were no comments or questions from the Board.

After a motion by Board Member Alvaro and a second by Board Member Arias, new Board Policy 5131.8: Mobile Communication Devices, Board Policy 6141.2: Recognition of Religious Beliefs and Customs, Board Policy 6142.1: Sexual Health and HIV/AIDS Prevention Instruction,

BOARD MEMBERS (continued)

and Board Policy 6142.8: Comprehensive Health Education were approved by a vote of six in favor (Alvaro, Arias, Bonini, Love, O'Neill, and Torres) and one absent (Gerard).

C. Receive Reports from the Board Ad Hoc Subcommittees and Representatives

Board Member Alvaro reported that she attended a meeting with the YMCA representatives, Superintendent Chávez, and Deputy Superintendent Bultema, as well as a follow-up meeting with the YMCA Partnership Subcommittee and Deputy County Attorney Cho. Everyone is aligned and the proposal for the YMCA teacher-housing project at Jones Gulch will be brought to the August board meeting.

D. Board Member Comments

Board Member Alvaro

Board Member Alvaro wished happy birthdays to those celebrating birthdays, including Associate Superintendent Shouse.

Board Member Alvaro thanked the County Office team for their extensive behind-the-scenes work that makes board meetings, especially special meetings, run smoothly and make the Board's work possible.

Board Member Arias

Board Member Arias wished happy birthday to the upcoming birthdays.

Board Member Arias described attending the National Association of Latino Elected Officials (NALEO) conference, which was highly informative and relevant to broader educational and civic work. She plans to bring a short set of bullet-point highlights to the next meeting.

Board Member Arias reflected on completing her first full year as the District Three trustee. She expressed gratitude for the opportunity to attend conferences and workshops, explaining that these experiences help board members grow, deepen their understanding, and better serve students and families.

Board Member Arias announced that she will not seek re-election after completing her current term through December 2026. She emphasized that she remains committed to supporting the county, its students, and their families over the next six months and offered heartfelt thanks to staff and fellow board members for their support and for everything she has learned from them.

Board Member Bonini

Board Member Bonini had no comments.

Board Member Love

Board Member Love acknowledged how much Board Member Arias has contributed and how consistently she has advocated for the community. She discussed how she has personally learned and grown from their work together.

BOARD MEMBERS (continued)

Board Member Love asked if the students who made public comment could connect with Julie Hilborn, Director, Environmental Literary and Sustainability, Office of the Superintendent, about the Seeds to Solutions initiative, since it relates to issues like air pollution.

Board Member Love welcomed Coordinator Zimmern and expressed hope that she can collaborate with school programs.

Board Member O'Neill

Board Member O'Neill asked Superintendent Chávez for an update on Rollins Road. Superintendent Chávez shared that information could be provided in the weekly update. Board President Torres added that this would allow all board members to generate questions and then a broader discussion could be agendized at a future meeting. Superintendent Chávez offered to also connect individually in the meantime.

Board President Torres

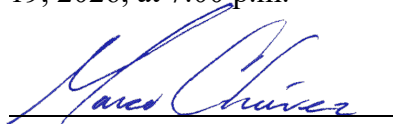
Board President Torres shared appreciation to Board Member Gerard stepping in to cover for him at the previous meeting.

Board President Torres expressed gratitude to Board Member Arias for her vulnerability, transparency, and service, noting how she will make the most of her remaining six months and he knows he will continue seeing her active in the community.

Board President Torres reflected on his professional growth, describing how attending multiple conferences was both educational and energizing. Being surrounded by strong leaders helped renew his motivation and deepen his learning. He described the deep inspiration he gains from connecting with educational leaders across the state and nation.

9. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:49 p.m. Board President Torres announced the next regular meeting will take place on Wednesday, August 19, 2026, at 7:00 p.m.

A handwritten signature in blue ink, appearing to read "Marco Chávez", is written over a horizontal line.

Marco A. Chávez, Secretary

jlp