

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: December 14, 2016

Meeting Location: California Suite
101 Twin Dolphin Drive
Redwood City, California

Board Members Present: Susan Alvaro, Hector Camacho, Jr.,
Jim Cannon, Beverly Gerard, Rod Hsiao,
Ted Lempert, Joe Ross

Staff Officials Present: Anne E. Campbell, Secretary
Claire Cunningham, Lead Deputy County
Counsel
Marcia Serpa-Garcia, Executive Assistant

Other Staff Present: Marco Chávez, Jesus Contreras,
Mefula Fairley, Franklin Felizardo,
Nancy Magee, Sue Wieser

1. **CALL TO ORDER**

Board President Jim Cannon called the meeting to order at 7:00 p.m.

2. **APPROVAL OF AGENDA**

Board President Cannon requested the Board consider changing the language on Agenda Item 19 from Closed Session: Conference with Real Property Negotiators, to Closed Session.

After a motion by Ms. Alvaro and a second by Ms. Gerard, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the December 14, 2016, agenda as amended.

3. **OATH OR AFFIRMATION OF OFFICE – JIM CANNON, ROD HSIAO, TED LEMPERT AND JOE ROSS**

Superintendent Campbell administered the Oath or Affirmation of Office for Jim Cannon, Rod Hsiao, Ted Lempert and Joe Ross.

4. EMPLOYEE OF THE MONTH

December 2016 Employee of the Month, Irene Blea, Credentials Analyst, Human Resources, Office of the Superintendent

Board President Cannon recognized the December 2016 Employee of the Month, Irene Blea, Credentials Analyst, Human Resources, Office of the Superintendent. Mr. Cannon congratulated Ms. Blea on behalf of the Board and presented her with a clock and a check.

5. HONORING LAUREL ELEMENTARY SCHOOL, MENLO PARK CITY SCHOOL DISTRICT, AS A RECIPIENT OF A 2016 NATIONAL BLUE RIBBON AWARD

Board President Cannon said the Board would like to recognize Laurel School in the Menlo Park City School District for being named a National Blue Ribbon School by the U.S. Department of Education. The National Blue Ribbon Schools Program recognizes public and private elementary, middle and high schools for their overall academic excellence or their progress in closing achievement gaps among student subgroups.

Mr. Cannon said at Laurel, student achievement on state tests was twice as high as state averages, and the same held true for the school's Hispanic student population. He said this is evidence of the meaningful work and child-centered learning environments Laurel provides its students. On behalf of the Board, Mr. Cannon congratulated the entire Laurel School community for this tremendous accomplishment, and welcomed Principal Linda Creighton forward to accept a small token of the Board's appreciation.

Mr. Cannon then presented Principal Creighton with a certificate and acknowledged and thanked her for her leadership. He then invited Ms. Creighton to say a few words.

Ms. Creighton said she began her teaching career in the Santa Clara County education system and taught in an English Language Development (ELD) classroom for four years. She received an administrative credential and then began working in the Menlo Park City School District teaching first grade for another four years. She was promoted to Assistant Principal and for the past eight years has served as the Principal at Laurel Elementary School. Ms. Creighton said the students, staff and community at Laurel Elementary School are exceptional and she enjoys working there.

Ms. Creighton said she was humbled and thrilled to have been recognized by the U.S. Department of Education with a 2016 Nation Blue Ribbon Award. She said the staff at Laurel School works hard everyday for the students and commented during her eight years as principal she has worked intentionally on social-emotional as well as high academic and rigorous standards for the students of Laurel Elementary School. Ms. Creighton said much of the work done at Laurel Elementary School has been supported by professional development through the San Mateo County Office of Education. She said the social-emotional work began with a life skills program started by one of Laurel's teachers and then the Positive Behavioral Interventions and Supports (PBIS) training under Rebecca Vyduna, from the

HONORING LAUREL ELEMENTARY SCHOOL, MENLO PARK CITY SCHOOL DISTRICT, AS A RECIPIENT OF A 2016 NATIONAL BLUE RIBBON AWARD
(continued)

Curriculum and Instruction Services. Laurel Elementary School began a vigorous social-emotional support system for the students. Ms. Creighton reported Laurel staff began with a school where students didn't know the Laurel Elementary School rules or expectations and coming from that training the students now know the Laurel School rules and are recognized for using their life skills and following the school rules. She said a big piece of the program at Laurel school is the PBIS work. They recently folded in restorative practices training supported through Menlo Park City School District Assistant Superintendent Erik Burmeister.

Ms. Creighton reported the academic program's key pieces have helped support Laurel School students including: Early Intervention; and Intentional focus around Professional Learning Communities.

Ms. Creighton said she looks forward to the continued journey.

Superintendent Campbell congratulated Laurel Elementary School for writing the Distinguished School and Blue Ribbon School applications, acknowledging the rigorous work it takes to complete those applications. She said only the very best schools are recognized for these awards.

Superintendent Campbell acknowledged Assistant Superintendent Burmeister, who was in the audience, and announced he would become the next Superintendent of Menlo Park City School District when Superintendent Maurice Ghysels leaves the District in June.

6. INTRODUCTION OF RECENTLY PROMOTED STAFF

- a. Minette Manio, Fiscal Services Manager, Internal Business Services, Business Services Division

Internal Business Services Administrator, Margie Gustafson, said she was pleased to announce that Minette Manio has been promoted to Fiscal Services Manager, Internal Business Services, Business Services Division. She said Ms. Manio joined the San Mateo County Office of Education (SMCOE) in January 2008 as an accountant in the District Business Services Division. In 2009 she was promoted to financial analyst and in November 2016 promoted to the Fiscal Services Manager position. Ms. Gustafson said Ms. Manio will oversee the day-to-day operations of payroll, accounts payable financial analysts and accounts receivable staff, and said she is pleased to have Ms. Manio on the team. Ms. Gustafson then asked Ms. Manio to say a few words.

Ms. Manio reported in 2001 she earned a Bachelor's Degree at San Francisco State University and worked in the private sector before joining SMCOE. She said in 2012 she enrolled in a

INTRODUCTION OF RECENTLY PROMOTED STAFF (continued)

Master of Business Administration (MBA) program, receiving her degree in 2015. Ms. Manio said she is proud to be the new Manager of Internal Business Services and looks forward to working with the Board, the schools and all SMCOE staff.

b. Nasiha Rahman, Coordinator, Information Systems, District Business Services, Business Services Division

District Business Services Manager Faith Marte Kroeger said she was pleased to introduce Nasiha Rahman, Coordinator, Information Systems, District Business Services, Business Services Division. Ms. Kroeger reported Ms. Rahman will support the Human Resources and Payroll Software Application to all 23 school districts. She said Ms. Rahman began working at SMCOE in the facilities department in January 2015 and then transferred to Information Technology in April 2016 and was responsible for coordinating the California Longitudinal Pupil Achievement Data System (CALPADS) student data reporting for SMCOE. On December 1, 2016, Ms. Rahman joined the District Business Services management team to provide training and support on the district human resources and payroll software applications. Ms. Kroeger said Ms. Rahman is currently working on her Masters of Public Administration (MPA) with an emphasis on Human Resources and saw this opportunity as an ideal way to augment and compliment her studies. Ms. Kroeger then asked Ms. Rahman to say a few words.

Ms. Rahman reported she attended school in the San Mateo County school system and is pleased to be working at SMCOE. Ms. Rahman said since she began her career at SMCOE she has worked with great coworkers in the different departments and is now delighted to be working with Ms. Kroeger and the District Business Services team. Ms. Rahman looks forward to collaborating and using her education as an opportunity to further the services SMCOE provides.

7. ANNUAL ORGANIZATION MEETING

a. Election of President

Superintendent Campbell presided over the Election of the President for the San Mateo County Board of Education and called for nominations. Mr. Ross was nominated. Hearing no other nominations, after a motion by Mr. Hsiao and a second by Ms. Gerard, the Board voted to elect Mr. Ross as President of the San Mateo County Board of Education, by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao, and Lempert), none opposed and one abstention (Ross).

ANNUAL ORGANIZATION MEETING

b. Election of Vice President

Mr. Ross presided over the Election of the Vice President for the San Mateo County Board of Education and called for nominations. Ms. Alvaro was nominated. Hearing no other nominations, after a motion by Mr. Camacho and a second by Mr. Cannon, the Board elected Ms. Alvaro as Vice President of the San Mateo County Board of Education, by a vote of six in favor (Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), none opposed and one abstention (Alvaro).

8. PRESENTATION TO BOARD PRESIDENT JIM CANNON

Superintendent Campbell said the Board and SMCOE staff wanted to take a moment to say thank you to Mr. Cannon and asked Board President Ross to begin.

Board President Ross said at a time when the rest of the country appears to be re-imagining what it means to be presidential, here in San Mateo County SMCOE has a model in Jim Cannon. Mr. Ross commented Mr. Cannon had been a distinguished model of grace, generosity and always showed appreciation for the professionals who comprise the County Office and genuine respect for the constituencies that speak before the Board, whether they were educators, administrators or members of the community. Board President Ross then presented Mr. Cannon with a plaque on behalf of the Board and County Office as a measure of appreciation of Mr. Cannon's service. Mr. Ross then presented Mr. Cannon with a bouquet of flowers for his wife Kris for continuing to put up with Mr. Cannon's relentless dedication to public service.

Superintendent Campbell said the flowers were well deserved, commenting when Mr. and Mrs. Cannon celebrated their last wedding anniversary, Mrs. Cannon waited until the San Mateo County Board of Education meeting was over to celebrate.

Superintendent Campbell said as is the SMCOE tradition, when a Board President has finished serving their term, books are donated in the outgoing president's honor, to the Court and Community Schools' Library. She presented Mr. Cannon with the books to view before being sent to the library. Ms. Campbell echoed Board President Ross' comments and said Mr. Cannon's grace and good humor over the course of the past year have set the bar high for all of SMCOE staff. She said Mr. Cannon always wanted to be prepared and to know the names of all who were participating at each meeting because he believes process is vital since it commemorates significant achievements and helps the individual feel important.

Superintendent Campbell reported that she and Mr. Cannon would meet to review the agenda before each Board meeting and she treasured those sessions as she learned how he makes people think about issues by the questions he asked. She said Mr. Cannon was an exceptional Board President, former principal and believes he will never lose his ability to be an exceptional teacher.

PRESENTATION TO BOARD PRESIDENT JIM CANNON

Mr. Cannon expressed his appreciation to his colleagues noting he joined the San Mateo County Board of Education 12 years ago and was impressed by his colleagues from the beginning. He said he has a tremendous respect for the three trustees that preceded him on the Board and said there are now three new trustees. Each of the new trustees has proven to be great and he appreciates having the opportunity to serve with them. Mr. Cannon said it is important to appreciate everything the Board has, especially the unique respect for each other as well as the work of the County Office of Education. Mr. Cannon commended the Superintendent's Cabinet as well as the SMCOE staff and said they are all truly exceptional. Mr. Cannon remarked working with Superintendent Anne Campbell is the highlight of anyone's career, and said he has had an extraordinary year working with her and SMCOE is very fortunate to have her as the San Mateo County Superintendent of Schools.

9. RECEPTION

At 7:35 p.m. Mr. Ross declared a short recess to acknowledge Mr. Cannon and newly elected Members of the San Mateo County Board of Education.

The meeting resumed at 7:53 p.m.

10. PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS

There were no persons wishing to address the Board.

11. APPROVAL OF MINUTES OF NOVEMBER 9, 2016, BOARD-SUPERINTENDENT RETREAT

After a motion by Ms. Gerard and a second by Ms. Alvaro, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Minutes of the November 9, 2016, Board Superintendent Retreat as presented.

12. APPROVAL OF MINUTES OF NOVEMBER 16, 2016, REGULAR MEETING

After a motion by Mr. Hsiao and a second by Mr. Lempert, the Board approved by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao and Lempert), none opposed and one abstention (Ross), the Minutes of the November 16, 2016, Regular Meeting as presented.

13. CONSENT AGENDA

a. Receive Staffing Report

After a motion by Ms. Alvaro and a second by Mr. Lempert, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Consent Agenda.

14. LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

a. Receive 2017-2018 Local Control Accountability Plan (LCAP) and Budget Development Timeline

Associate Superintendent Nancy Magee drew the Board's attention to the San Mateo County Office of Education's (SMCOE) Local Control Accountability Plan (LCAP) and Budget Development Timeline and noted the Board Ad Hoc Budget Subcommittee would meet in the spring with the Superintendent and her Cabinet to assess priorities for the Budget. Ms. Magee said the LCAP process would begin earlier this year in order to develop the Student Services Budget so it can be incorporated in the LCAP process. She said last year they looked at the Budget through different lenses multiple times, which led them to believe it would be prudent to begin this year's process earlier. Ms. Magee drew the Board's attention to February 8, 2017, and April 26, 2017, which are the dates the Ad Hoc LCAP/Budget Advisory Committee will meet with Cabinet.

Ms. Magee then answered questions from the Board.

15. BUSINESS SERVICES

a. Receive, Review and Approve with Positive Certification the 2016-2017 First Interim Financial Report

Internal Business Services Administrator Margie Gustafson said Deputy Superintendent Denise Porterfield was unable to attend the San Mateo County Board of Education Meeting as she was attending the San Bruno Park Elementary School District Board Meeting. She said Ms. Porterfield had recorded her remarks for the First Interim Report, which was then played for the Board.

Deputy Superintendent Porterfield explained she was attending the San Bruno Park School District Board meeting since that district is experiencing financial issues and said the San Mateo County Superintendent of Schools is working closely with the District to assist them with fiscal stability.

Ms. Porterfield thanked those who helped her with the digital report.

BUSINESS SERVICES (continued)

Deputy Superintendent Porterfield said she would report on SMCOE's First Interim Financial Report, noting very little has changed since the Board adopted this year's budget. The 2016-2017 First Interim reflects information known between July 1, 2016, and October 31, 2016. She said the Board was provided with the Executive Summary and the First Interim report in its Board packet and said no changes were made to those documents between July and the end of October 2016. Ms. Porterfield said as a Hold Harmless County Office of Education (COE), SMCOE is flat funded, so we have not had any material changes to our budget. She said should adjustments be needed, they will be incorporated into the Second Interim Report, reflecting any changes that have been received or that will be expected by year end.

Deputy Superintendent Porterfield then listed the highlights of the First Interim Report:

- Current revenue for 2016-2017 is estimated to be \$90.4 million and expenditures are estimated at \$77.5 million
- For the 2016-2017 school year, the Local Control Funding Formula (LCFF) is on target, and as such the SMCOE Court School program is receiving all funds allocated to that program, as well as a contribution from the SMCOE General Fund of \$948,843
- SMCOE continues to hold reserves, including a 5% reserve for economic uncertainties, which currently totals \$ 3,876,468. SMCOE also has reserves for the Excess Property Taxes, the Small District Bridge Loan and for a potential tri-county data warehousing agreement currently under consideration
- Deputy Superintendent Porterfield reported all restricted program funds are reserved for their intended purpose and all other funds have positive ending fund balances.

Ms. Porterfield requested the Board approve the First Interim Report with a positive certification, and said Ms. Gustafson would be available to answer any questions the Board may have.

Ms. Gustafson then answered questions from the Board.

After a motion by Mr. Hsiao and a second by Ms. Alvaro, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the 2016-2017 First Interim Financial Report.

16. STUDENT SERVICES DIVISION

- a. Discuss/Act on Single Plan for Student Achievement (SPSA) for Court and Community Schools

Associate Superintendent Nancy Magee explained the Single Plan for Student Achievement (SPSA) is intended to be a school-site-level plan for academic goals over the course of a school year. The Court and Community Schools Program operates with a single SPSA for all Court

STUDENT SERVICES DIVISION (continued)

and Community Schools because the program is small and shares staff and common academic curricular and instructional goals across the program. Ms. Magee said the SPSA is a document that represents a school's cycle of continuous improvement of student achievement. The annual process of developing, reviewing, and updating the SPSA includes a comprehensive review of data and the development of actions necessary to achieve school goals.

Associate Superintendent Magee said there are four goals in this year's SPSA:

1. Improved Student Achievement
 - The Measures of Academic Progress (MAP) is the local measure used, but the Smarter Balanced Testing Results (SBAC) are also cited even though they are not necessarily reasonable since most students are already behind when they enter the Court and Community Schools Program
 - The goal is to have all students increase one grade level per year in English Language Arts (ELA) and Mathematics while in the program (eight percent improvement year to year)
 - Students will be assessed when they enter the program and assessed when possible before they leave the program
2. Student Achievement for English Learners
 - Students who are English Learners will gain one level of proficiency per year as measured by the California English Language Development Test (CELDT)
 - Actions that help realize the outcome include:
 - Master Plan for English Learners
 - Professional development focused on English Language Arts/English Language Development frameworks
 - Differentiated instructional strategies
 - Walkthroughs and ongoing feedback for teachers
3. College and Career Readiness
 - Build teacher skills in instructional technology
 - Deepen partnership with Probation in supporting 21st Century technology for learning
 - Expand number of teachers engaging in Personalized Learning model
 - Develop school wide curriculum for digital literacy and digital citizenship
4. Student and Family Engagement
 - Increase parent engagement and transition success
 - Decrease behavior incidents and truancy
 - Engage student voices and honor their perspective in meaningful ways
 - Continue to implement positive behavior strategies
 - Update the Student Study Team process for effective interventions and supports
 - Use online grading system to inform and engage parents and students
 - Conduct compelling and informative events for families
 - Create an action checklist for parents

STUDENT SERVICES DIVISION (continued)

- Continue to staff Transition Support Teacher
- Continue to expand relationship with San Mateo County Community College District and Project Change
- Add an academic counselor to the staff
- Implement data tracking of student outcomes in transition

Associate Superintendent Magee said the School Site Council meets once each month and said it included principals, teachers, students, parents and community members. The council guides the work of the SPSA and adopted the plan earlier in the day.

Ms. Magee then answered questions from the Board.

After a motion by Ms. Gerard and a second by Mr. Lempert, the Board unanimously approved (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Single Plan for Student Achievement (SPSA) for Court and Community Schools

b. Receive Report on College Readiness Block Grant Plan

Associate Superintendent Magee explained funds for this grant come from the California Department of Education (CDE) and are available to all Local Education Agencies (LEAs) to increase the skills and ability of students to get to and succeed in college. She said funds are determined on enrollment, which equates to \$75,000 for the Court and Community Schools to be used over a three-year period.

Ms. Magee said before receiving the funds the LEA must develop a plan describing how the funds will increase or improve services for pupils to ensure college readiness and must discuss the plan in a regularly scheduled public meeting of the Governing Board before the adoption in a subsequent public meeting.

Associate Superintendent Magee said the vision for this project is to view the goals of a student in the program beginning at intake at Hillcrest School. This could involve curriculum or coursework that students complete within their first 10-12 days. During this time a student is given assessment tests to determine base-line skills, school records are received, information is given to students so they understand they can receive credits to help them get into college and assistance is provided to help them acclimate socially and emotionally to their environment.

Ms. Magee said as part of the process, students will complete an individual learning plan that will stay with them while they are in the court schools, regardless of the length of time. As an example Bridge to College and Career curriculum developed specifically for those students who have already earned their diplomas and are done with their K-12 education, but still have time on their sentence, will be implemented. She said this curriculum will be used in concert with Project Change. Ms. Magee said the students then leave with a successful transition as well as follow up and data tracking.

STUDENT SERVICES DIVISION (continued)

Associate Superintendent Magee said staff now needs to step away from the vision and begin the work:

- Step One: Academic Counselor at work – establish a College and Career Center at Hillcrest that provides a safe and consistent environment and supports student contact and interaction with the Academic Counselor
- Step Two: Career Readiness Curriculum – adopt an online career readiness solution to identify and align student strengths with college and career goals
- Step Three: Go to College and Career – conduct three college/career field trips per year
- Step Four: Project Change! – continue to develop and provide programming for Project Change! in partnership with the San Mateo County Community College District
- Step Five: Professional Development – provide targeted and ongoing staff development for administrators, counselor, transition staff, and teachers in college and career readiness

Mr. Cannon commented that it was both satisfying and exciting to hear all of the things being done as well as the ambitions Ms. Magee has for the program. He said each time the Board hears from Ms. Magee they hear about a more comprehensive approach to doing a great job with the students in the Court and Community Schools and thanked her for all of her hard work.

Mr. Ross commented every few years there is another study, which confirms that a college degree is worth \$1m in lifetime earnings, and said this is important work for all students.

10. OFFICE OF THE SUPERINTENDENT

- a. Public Policy Institute of California (PPIC) Report on Special Education Finance in California

Superintendent Campbell said several weeks ago the Public Policy Institute of California (PPIC) released a report on Special Education Funding and made a variety of recommendations based upon their research. She said one recommendation is in the interest of local control and advocates sending special education funds directly to the local educational agency rather than through a Special Education Local Plan Area (SELPA). Ms. Campbell thought the Board should be informed about this proposal since portions of the PPIC report may appear in the Governor's Proposed Budget. She then asked Special Education Local Plan Area Senior Administrator Anjanette Pelletier to provide the Board with additional information.

Ms. Pelletier said she was pleased to provide the Board with an overview of the Special Education Finance in California report released on November 28, 2016, by the Public Policy Institute of California (PPIC). She said the PPIC is a non-governmental agency and has completed reports on a broad variety of topics, noting this report is focused on state financing of

OFFICE OF THE SUPERINTENDENT (continued)

special education related to LCFF issues. Ms. Pelletier said it is important to note that this report is not a policy document, but focuses solely on state financing of special education. It does not look at federal financing nor does it review services, programs or student outcomes.

Senior Administrator Pelletier showed a graph that delineates special education funding sources and requirements:

- 9% Federal Funding – federal law requires districts to meet the needs of each student with disabilities
- 31% State Funding – state funding is categorical because it requires districts and county offices to spend the money only on the services identified in the Individualized Education Programs (IEPs) of students with special needs
- 60% District Funds – local funding

Ms. Pelletier said in San Mateo County, because we are funded by property taxes and have excess property taxes, most special education funding comes from property taxes.

Senior Administrator Pelletier explained the PPIC report has five recommendations:

1. Fund Local Education Agencies (LEAs) Directly – without addressing how special education services are provided, the report recommends funding districts directly through an adjustment to the LCFF rather than funding special education through SELPAs
2. Update Assembly Bill (AB)602 – this bill setup the formula for special education in the State of California and was passed in the mid 1980s. This bill could be updated
3. Base Out-of-Home Care (OOHC) funding on placements rather than capacity – changing the formula so funding for all facilities is based on actual residency
4. Small LEAs – developing new ways to protect small districts and charter schools from extraordinary special education costs by encouraging pooling arrangements or insurance programs
5. Infant/Preschool – these programs are woefully underfunded, currently school districts receive a very small per preschool student allocation

Ms. Pelletier said the report recommends that if the funding shifts to LEAs directly there would need to be substantial planning to support the needs of small LEAs (Average Daily Attendance (ADA) of less than 2,500). She said regarding Mental Health funds, which currently are restricted categorical funds, the recommendation is to roll these funds into the AB 602 base, which would effectively remove any limitations and restrictions on expenditures on those mental health funds.

Senior Administrator Pelletier reviewed the SELPA Analysis of the report:

- AB602 funding has not kept pace with increasing number and type of students requiring special education services
- Increases in funding across the state are needed – equalization targets are still low, but represent equitable increases for expenditures

OFFICE OF THE SUPERINTENDENT (continued)

Ms. Pelletier said shifting funds from AB602 into the LCFF doesn't address underfunding or equitable funding needs.

Senior Administrator Pelletier said California created SELPAs to ensure that all students with disabilities are educated in compliance with federal law. State law gives SELPAs a range of policy and procedural responsibilities to make sure local special education programs meet the needs of students, teachers, and administrators. Ms. Pelletier said the San Mateo County SELPA provides support and services to the LEAs in San Mateo County for the amount of funds contributed to fund the SELPA overall. Allocation is based on a local priorities document with the majority of funds going directly to LEAs via ADA and federal allocation models. She said this plan is developed annually after meetings to determine how to distribute the funds sent to the SELPA. She said the model is consistently reevaluated to ensure the model meets local needs. She said in the past five years two major fiscal studies have been done, one where over 30 simulations were done to ensure the correct allocations were chosen and another where more funds are sent to the district to reduce the high cost pool. Ms. Pelletier believes the San Mateo County SELPA is meeting the needs of the LEAs.

Ms. Pelletier said the PPIC report does have points to consider that may have some application.

- Update AB602 – in order to improve special education financing and services, a commitment to equalize funding and increase funding sources, where appropriate, is needed (i.e. early childhood and preschool programs)
- Plan for implementation – consideration of consequences of eliminating a functioning system and analysis of services and program supports to students, capacity of other agencies to replicate the responsibilities and the need to develop new collaborative agreements similar to what is in place for small and charter schools is essential
- Program and student impact – awareness of the programmatic and student impact of any proposed changes should be studied carefully prior to any implementation
- Consider recommendations locally – recommendations related to transparency, accountability and equity should be considered. Member LEAs should review and determine SELPA goals on a regular basis and improvements to practices, policies and information availability should be implemented where appropriate

Ms. Pelletier then answered questions from the Board.

b. Receive Report on the California Classified Employee Teacher Credentialing Program

Associate Superintendent Sue Wieser reminded the Board a grant was submitted for California Classified Employee Teacher Credentialing on behalf of the 23 school districts in San Mateo County as well as the San Mateo County Office of Education (SMCOE). Ms. Wieser said she was happy to report funding was received. Sixty-one proposals were submitted, which requested almost 5,600 slots. She said only 1,000 slots were funded for the 2016-2017 school year noting SMCOE received 50 slots for a total of \$200,000. Ms. Wieser said SMCOE will partner with San Francisco State University and will allot 25 of the slots for a special education credential and 25 slots for a multiple subject cohort classes. Ms. Wieser said the model will be

OFFICE OF THE SUPERINTENDENT (continued)

a two-year program of classes throughout the year with an understanding the students are working professionals. In the third year the students will be working at a district with an intern credential.

Ms. Wieser said she met with the participating districts and will begin meeting with interested classified employees. The selection process will begin soon to find the best teacher candidates. The program will begin in the fall of 2017 and the hope is teachers will be ready in two years.

Ms. Wieser then answered questions from the Board.

c. Superintendent's Comments

Superintendent Campbell congratulated Board Members Cannon, Hsiao, Lempert and Ross on their recent elections and new terms of office.

Superintendent Campbell congratulated Board President Ross and Vice President Alvaro on their recent elections.

Superintendent Campbell thanked Past President Cannon for his service over the past year.

Superintendent Campbell acknowledged and thanked Associate Superintendent Wieser and Administrator of Curriculum and Instruction Services Lori Musso for their hard work on the California Classified Employee Teacher Credentialing Program Grant. She said the timeline was very compressed and both Ms. Wieser and Ms. Musso worked intensively to get San Mateo County districts together and the application written. Ms. Campbell said she looks forward to partnering with San Francisco State University in ways SMCOE hasn't before.

Superintendent Campbell said the Board hasn't met since before Thanksgiving, which she said seems so long ago. She reported on Friday November 18, 2016, the 17th District PTA had their Annual Superintendents' Luncheon where she was presented with a check, which represents the value of volunteer time that PTAs give throughout San Mateo County. She said this year the value is \$10,235,835, and thanked the 17th District PTA for all they do.

Superintendent Campbell said she and Board President Ross were recently speaking about completing the work the Board had started at its November 9, 2016, Board Retreat. She asked the Board if Saturday, January 21, 2017, was still a possibility for another meeting. After discussion by the Board consensus was another date would need to be selected.

Superintendent Campbell drew the Board's attention to a draft resolution regarding Setting for Principles in Support of Undocumented Students and Families in San Mateo County. She said at the last Superintendents' Association Meeting there was a discussion regarding this and County Counsel has drafted a resolution for districts and Boards that wish to make a public statement.

OFFICE OF THE SUPERINTENDENT (continued)

Ms. Campbell said the draft resolution is crafted after the statement that Lieutenant Governor Gavin Newsom put together on behalf of the California State University (CSU) System, which is more a statement of principles, but talks about how all children in the county need to be in school and their immigration status is not relevant when they are in school. Superintendent Campbell said this could be brought back at a future meeting if the Board wished to consider it.

Mr. Camacho said he was given a sample resolution during the recent California School Boards Association Conference and suggested this could be considered to not only adopt at the County Office-level, but also in other San Mateo County districts.

Superintendent Campbell said she believes some districts have this resolution on their agendas for consideration and one caveat could be in the interest of local control there could be some individualization done at the district levels, but this could be the basic structure.

Board Member Alvaro requested this resolution be brought forward at the January 18, 2017, Board meeting.

Superintendent Campbell reported Deputy Superintendent Porterfield would try to make it back to the County Board Meeting in time for the closed session. Ms. Campbell said she was in San Bruno Park Elementary School District earlier in the evening along with Ms. Porterfield attending a closed session with the San Bruno Board. She said San Bruno Park is in a serious fiscal crisis and adopted a negative certification of their budget with an audit that has multiple serious findings. She said with the negative status the County Superintendent can intervene in a more assertive way than if the budget were qualified. Ms. Campbell stated SMCOE will work with San Bruno Park over the next six months. She said the San Bruno District needs to be able to end this school year with a balanced budget and then do serious restructuring of their budget to get through the next couple of years and back on stable footing. Superintendent Campbell reported a fiscal expert has been appointed who will provide guidance and said Deputy Superintendent Porterfield and her staff are also involved and are providing a great deal of assistance and expertise. Ms. Campbell said she advised the San Bruno Board at this point there is a way to work itself out of this situation, but it will require working together to prevent a State takeover.

Superintendent Campbell reported on the California School Boards Association (CSBA) Annual Conference and Trade Show she attended since the last Board meeting. She thought the CSBA conference was exceptional this year. Ms. Campbell reported she was able to attend the California County Boards of Education (CCBE) meeting. She appreciated the Keynote Speakers who each approached the attendee's role as educators from different vantage points as a member of a minority group in the United States and its implications. She said she was impressed with Michael Eric Dyson, Professor of Sociology at Georgetown University, who spoke about the moral imperative in the U.S. regarding accepting all people.

OFFICE OF THE SUPERINTENDENT (continued)

Ms. Campbell also attended a panel discussion moderated by CSBA's Executive Director and CEO, Vernon M. Billy, on STEAM education, with former astronauts José Hernández, Mae Jemison, and current NASA astronaut Victor Glover. She said they talked about the difference in their lives that teachers had made as well as with their parents, helping their parents understand the importance of children staying in school and being in a stable academic environment.

Superintendent Campbell reminded the Board of upcoming events:

- December 15, 2016 – Margaret J. Kemp Camp Holiday Dinner
- December 16, 2016 – Annual SMCOE Holiday Event

Superintendent Campbell announced the County Office would be closed to the public beginning December 23, 2016, through January 3, 2017. She said there would be people working during that time, but the office would be officially closed.

Superintendent Campbell acknowledged and thanked Administrator for Board-Superintendent Support and Community Relations, Marco Chávez, who together with Board Member Lempert on November 29th attended the County Committee on School District Organization's (CCSDO) Annual Meeting of the CCSDO Governing Board Representative (GBRs). She said Mr. Chávez did a great job describing the work of the County Committee and commented the GBRs were listening intently and learned what the CCSDO actually does. Ms. Campbell reported Deputy Superintendent Waddell presented the Local Control Accountability Plan (LCAP) and the status of the new LCAP Rubric, and she did an overview of the Strategic Plan to the GBRs.

Superintendent Campbell wished a belated happy birthday to Deputy Superintendent Denise Porterfield, who celebrated her birthday on December 9th.

Superintendent Campbell wished a happy birthday to Deputy Superintendent Dr. Gary Waddell, who would celebrate his birthday on December 27th.

Superintendent Campbell respectfully requested the Board consider adjourning its meeting in memory of Don Berry who recently passed away. She said Mr. Berry was an esteemed educator whose career spanned many years in San Mateo County coastside schools.

18. BOARD MEMBERS

a. Discuss/Act on Legislation

There was no legislation to report.

BOARD MEMBERS (continued)

b. Discuss/Act on the Oxford Day Academy Memorandum of Understanding

Administrator of Educational Support Services (ESS) Mefula Fairley, reported to the Board that the Oxford Day Academy (ODA) approved the Memorandum of Understanding (MOU) at its December 3, 2016, meeting. She said the MOU is based on the MOU used by the California Department of Education (CDE) and its purpose is to address matters not covered in the Charter Petition approved by the San Mateo County Board of Education (SMCBE). She said another purpose is to outline the SMCOE oversight and monitoring of the ODA Charter School as well as outline the agreement governing the parties' fiscal and administrative responsibilities.

Ms. Fairley said the MOU includes four attachments (schedules).

- Schedule A – enumerates the information, and documents what the school is expected to provide as part of SMCOE monitoring. She said SMCOE plans to utilize an online portal (EpiCenter) to communicate with the school to collect documents and store those documents
- Schedule B – lists the information and documents required to be posted on the school's website
- Schedule C – details all items a school must have in place before it can open
- Schedule D – lists the conditions under which the SMCBE approved the ODA Charter Petition

Ms. Fairley then answered questions from the Board.

Ms. Alvaro said the County Board had talked to ODA and they agreed the SMCBE would serve as the appellate Board for expulsions and said she couldn't find that documented.

Lead Deputy County Counsel Claire Cunningham noted it was documented on page 44 (Schedule D – 4th item listed) of the MOU. Counsel Cunningham also noted it requires that the ODA Board adopt a policy that will make the SMCBE the appellate body.

Mr. Camacho asked about updates to the SMCBE and suggested those updates be scheduled.

Mr. Hsiao asked about the number of instructional school days listed as 175 versus 180 (page 13).

Counsel Cunningham said the ODA Charter Petition says what they will do and they are required to do what the petition says. Ms. Cunningham noted this language came from the CDE template.

Mr. Hsiao asked if charter schools are required to submit an LCAP.

Superintendent Campbell said charter schools must submit an LCAP to their Charter Board that approves the LCAP.

BOARD MEMBERS (continued)

Ms. Fairley said SMCOE will invite ODA to participate in the LCAP development process offered through Instructional Services.

After a motion by Ms. Alvaro and a second by Mr. Lempert, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Oxford Day Academy Memorandum of Understanding.

c. Discuss/Act on Board Compensation Committee.

Superintendent Campbell drew the Board's attention to its Board Policy and a copy of Education Code 1090-1097. She reminded them the Board has the ability to increase its compensation by no more than five percent each year.

After discussion by the Board there will be no increase to Board compensation at this time.

d. Board Member Comments

Mr. Lempert

Mr. Lempert reported he attended the CCSDO GBR Annual meeting and commended Mr. Chávez for the great job organizing this meeting.

Mr. Lempert congratulated Board President Ross and Board Vice President Alvaro on their new positions on the Board.

Mr. Lempert thanked Mr. Cannon for his service as Board President during 2016.

Ms. Gerard

Ms. Gerard congratulated Mr. Cannon, Mr. Hsiao, Mr. Lempert and Mr. Ross on their recent reelection to the Board.

Ms. Gerard echoed Mr. Lempert's congratulations to Board President Ross and Board Vice President Alvaro on their new positions on the Board.

Ms. Gerard congratulated Mr. Cannon on a successful year as Board President.

Ms. Gerard reported she attended the CSBA Annual Conference and Trade Show. At the conference she also attended the CCBE Board of Directors and General Meeting and said they were both busy sessions. Ms. Gerard commented that Jill Wynns, CSBA Region 5 Director, lost her last election for the San Francisco Unified School District Board, which means she will no longer be the Region 5 representative. Ms. Gerard announced Alisa MacAvoy, Trustee, Redwood City School District will now represent Region 5 on the CSBA Board of Directors.

BOARD MEMBERS (continued)

Vice President Alvaro requested the Board consider a resolution for Jill Wynns thanking her for her years of service as the CSBA Region 5 Director and representing San Mateo County.

Ms. Gerard agreed and said Ms. Wynns has dedicated her life to education and children for the past 24 years.

Ms. Gerard reported the CCBE elections took place and results will be published in the next CCBE CORE Magazine.

Ms. Gerard encouraged her colleagues to attend the CCBE General Meeting in 2017 if they attend the CSBA Conference.

Mr. Camacho

Mr. Camacho congratulated his colleagues who were recently reelected.

Mr. Camacho congratulated Mr. Ross and Ms. Alvaro for their selection as leaders of the San Mateo County Board of Education.

Mr. Camacho acknowledged and thanked Mr. Cannon for his service as Board President for the past year.

Mr. Camacho echoed Ms. Gerard's comments about the recent CSBA Conference as well as the CCBE Meetings. He appreciated the excellent Keynote Addresses.

Mr. Camacho reported that he along with Ms. Gerard attended the Legislative meeting, which was led by the Chief Democratic and Chief Republican strategists from the State of California. He said they gave an interesting debriefing regarding the recent election from a California perspective as well as a National perspective, which started a lot of conversations in the room regarding next steps for the State of California as well as for school board members.

Mr. Camacho said he also attended sessions on:

- Trauma – how it affects education
- Next Generation Science Standards
- Board Policy on Marijuana – should boards consider a new policy since the legalization in California has changed

Mr. Camacho reported he along with Carrie DuBois and Jeneé Littrell met with the Board of Directors of the Association of California School Administrators (ACSA) to talk about the strategy of putting resolutions before the entire Region, including San Francisco. He said ACSA was interested so a smaller group of school board members and ACSA members will work on this.

BOARD MEMBERS (continued)

Mr. Camacho reported the San Mateo County School Boards Association (SMCSBA) hosted the New Board Member Training for locally elected trustees. Board Member Lempert and Superintendent Campbell presented at this training and Mr. Camacho presented on Equity and Subgroups (Foster Youth and English Learners) and said new board members were very receptive to the new information they received.

Mr. Camacho reported the SMCSBA website is down and thanked Administrator Chávez and Public Communications Specialist Allie Jaarsma for helping to move forward with the website.

Ms. Alvaro

Ms. Alvaro congratulated Board Members Cannon, Hsiao, Lempert and Ross on their reelections.

Ms. Alvaro wished Deputy Superintendent Porterfield a belated birthday.

Ms. Alvaro reported she attended the Retirement Celebration for Marta Bookbinder along with Mr. Cannon, former Assemblymember Gene Mullin and Mark Hershman, District Director for State Senator Jerry Hill. Ms. Alvaro said the event was very special and she enjoyed attending this event with Mr. Cannon.

Ms. Alvaro reported she will attend the Data Driven Solutions for Silicon Valley: A Conversation with Distinguished Leaders event on January 17, 2017.

Ms. Alvaro thanked her colleagues for considering adjourning the meeting in Don Berry's memory and said she had the great privilege of working with him for many years. She said he was a great man working and advocating for people of all ages.

Mr. Cannon

Mr. Cannon said he was overwhelmed with all of the accolades he received during the meeting. He said it was his pleasure to serve as Board President in 2016.

Mr. Cannon thanked Ms. Serpa-Garcia for keeping him organized and helping him with the agendas.

Mr. Cannon thanked Counsel Cunningham for her support during the charter school petition hearings. He said he was in awe of her talents to pull all of that information together.

Mr. Cannon thanked his wife Kris for her support during the year and presented her with the books for the Court School Library since she is the librarian for the school's library.

Mr. Cannon reported he attended Marta Bookbinder's Retirement and said the event was delightful.

BOARD MEMBERS (continued)

Mr. Cannon congratulated Mr. Ross and said he will be a great Board President.

Mr. Hsiao

Mr. Hsiao reported he attended the CSBA Conference and said it seemed like there was this metaphor about planting and nurturing healthy trees. He said there was one metaphor used by one of the astronauts about his dad who was a migrant worker, and attributed his success to a teacher who came and talked to his dad to say you can't keep uprooting the family and moving to new districts, and asked what happens if you constantly transplant trees? The father said the tree won't grow well and will be stunted. The teacher told the father he had a really great kid and he will go far, but you have to let him stay in a single school, which convinced his father to stay and not move with the new harvest seasons. Mr. Hsiao said Keynote Speaker Christopher Emdin, Associate Professor in the Department of Mathematics, Science and Technology at Teachers College at Columbia University, had the group chanting, plants with no roots bear no fruit.

Mr. Hsiao acknowledged Mr. Cannon as a model and said he can renew himself by just watching and listening to see how Mr. Cannon demonstrates leadership. Mr. Hsiao thanked Mr. Cannon for his leadership during the past year.

Mr. Hsiao congratulated Mr. Ross as the new Board President for 2017.

Mr. Ross

Mr. Ross congratulated his reelected colleagues.

Mr. Ross thanked Mr. Cannon for being a role model during the past year and said he will try to live up to Mr. Cannon's example.

Mr. Ross thought the reports presented during the meeting were great and said he was struck by each of them: the financial report; the SELPA update; the SPSA Plan; the College Readiness Grant; and the great news regarding the teacher credentialing. He thanked the staff for their hard work and for giving the excellent reports.

19. CLOSED SESSION

- a. Persons Wishing to Address the Board on Closed Session Agenda Items

There were no persons wishing to address the Board.

CLOSED SESSION (continued)

b. Convene to Closed Session

At 9:42 p.m., Mr. Ross announced the meeting would move into closed session.

1. Property: 1800 Rollins Road, Burlingame
Agency Negotiators: Anne Campbell and Denise Porterfield
Negotiating Parties: SMUHSD
Under Negotiation: All terms
2. Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to Government Code § 54956.9 (d)(4): one case

20. OPEN SESSION: REPORT ON CLOSED SESSION

At 10:45 p.m. the Board moved back into open session.

1. Property: 1800 Rollins Road, Burlingame
Agency Negotiators: Anne Campbell and Denise Porterfield
Negotiating Parties: SMUHSD
Under Negotiation: All terms

Board President Ross announced that during the Closed Session, the Board conferred with its real property negotiators, but took no action.

2. Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to Government Code § 54956.9 (d)(4): one case

Board President Ross announced that during the Closed Session, the Board conferred with its Legal Counsel, but took no action.

21. ADJOURNMENT

Board President Ross said the Board would like to adjourn its meeting in honor of a wonderful educator, Don Berry, who passed away late last month. Mr. Ross said Mr. Berry dutifully served the Coastsides for decades, working as a coach, counselor, vocational education advocate, and administrator. He touched the lives of an extraordinary number of students and never failed to go the extra mile for someone in need. Mr. Berry will be dearly missed, and we offer our sincerest condolences to his family and friends.

There being no further business to come before the Board, the meeting was adjourned in memory of Don Berry at 10:47 p.m.

Anne E. Campbell, Secretary
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