

**Pacifica School District
Regular Meeting**
October 30, 2019 6:00 PM
375 Reina Del Mar Avenue

Pacifica, CA 94044

Attendance Taken at 6:01 PM:

Present:

Ms. Elizabeth Bredall

Mr. Jesse Levin

Ms. Kathy Shiokari

Absent:

Ms. Kai Doggett

Ms. Laverne Villalobos

Updated Attendance:

Ms. Kai Doggett was updated to present at: 6:06 PM

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER AND ROLL CALL AND ANNOUNCEMENT:
RECORDING OF THE MEETING**

Minutes:

Trustee Levin called the meeting to order at 6:01 P.M.

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge.

2. ANNOUNCEMENT OF CLOSED SESSION

Minutes:

Trustee Levin announced Closed Session referring to the items listed on the agenda.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Minutes:

Trustee Levin asked if any member of the public wishes to address the Board.

Seeing none, Trustee Levin adjourned to Closed Session at 6:03 P.M.

4. CLOSED SESSION

4.a. Conference with Labor Negotiator

Agency Negotiator: Heather Olsen, Superintendent

4.a.1. Employee Organizations: CSEA (California School Employees Association, Chapter 128), LSEA (Laguna Salada Education Association)

4.b. Public Employee Performance Evaluation (G.C. 54957)

Title: Superintendent

5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL AND ANNOUNCEMENT: RECORDING OF THE MEETING

Minutes:

Trustee Levin called the Open Session portion of the meeting at 7:00 P.M.

Trustee Doggett led the flag salute.

Roll call was taken by Susanne Campos.

Staff present: Heather Olsen, Will Lucey, Josie Peterson, Maria Gavidia, and Susanne Campos.

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

6. REPORT OUT ON CLOSED SESSION TOPICS

Minutes:

Trustee Levin reported out on Closed Session.

No Action Was Taken.

Quick Summary:

Report Out and APPROPRIATE ACTION

7. APPROVAL OF THE MINUTES of October 10, 2019

Order #119 - Motion Passed: Passed with a motion by Ms. Elizabeth Bredall and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Kai Doggett
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Absent Ms. Laverne Villalobos

Quick Summary:

It is recommended that the Board approve the Minutes of the October 10, 2019 Regular Meeting

ACTION

8. APPROVAL OF THE MINUTES of October 23, 2019

Order #120 - Motion Passed: Passed with a motion by Ms. Kai Doggett and a second by Ms. Kathy Shiokari.

Yes Ms. Elizabeth Bredall
Yes Ms. Kai Doggett
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Absent Ms. Laverne Villalobos

Quick Summary:

It is recommended that the Board approve the Minutes of the October 23, 2019 Closed Session Meeting of the Governing Board.

ACTION

9. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.

Order #121 - Motion Passed: It is recommended that the Board approve the agenda for the October 30, 2019 meeting and all consent agenda items. Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Kai Doggett
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Absent Ms. Laverne Villalobos

Quick Summary:

All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

CONSENT/ACTION

9.a. Agenda of the October 30, 2019 Meeting

Quick Summary:

It is recommended that the Board approve the agenda for the October 30, 2019 Regular meeting.

CONSENT/ACTION

9.b. Consideration of Acceptance Warrants

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of 10/1/2019 through 10/18/2019 totaling \$944,924.52.

CONSENT/ACTION

9.c. Service and Consultant Contract Approvals

Quick Summary:

It is recommended that the Board approve the Service and Consultant contracts as presented by staff.

CONSENT/ACTION

9.d. Personnel Changes

Quick Summary:

It is recommended that the Board of Trustees approve the following Personnel items as presented.

CONSENT/ACTION

9.e. San Mateo County Investment Report Quarter Ending September 30, 2019

Quick Summary:

INFORMATION

10. COMMUNICATIONS - 7:10 P.M.

Quick Summary:

Speakers wishing to address the Board on items on the agenda or not on the agenda, may complete speaker cards and submit them to any member at the staff table. If you are addressing the Board on a non-agenda item, please be aware that the provisions of the Brown Act prohibit the Board from acting or discussing such matters at this meeting. Public comments are limited to three (3) minutes per person per topic.

10.a. LSEA (Laguna Salada Education Association)

Minutes:

Meghann Elsbernd shared that LSEA and CSEA would like to be part of Closed Session as a way to communicate with the Board of Trustees.

She shared that this evening LSEA is Sunshining and stated that the bargaining team meets on November 15th. She asked that the District not ask LSEA to fund their own raises and have transparency with labor partners.

10.b. CSEA (Classified School Employees Association)

Minutes:

Jerry Newland stated that CSEA had nothing to report at this time.

10.c. People Wishing to Address the Board

Minutes:

The Board called people wishing to address the Board.

Gwendolyn Holden, teacher, addressed the Board sharing that she feels that the special education parents of students that are not receiving services at this time due to the shortage of teachers should not have been given a letter to procure services for their child on their own. She feels this is unattainable for many families. She also shared that she feels there is not enough outreach being done to find teachers.

Margaret Twomey, teacher, addressed the Board to report that she is having to assess several students without a co-teaching partner. She stated that she has given up her prep period time in order to assess the students.

Natalie Abinante, RSP Teacher, shared that she is reading a book through her Master's program and recommended it to staff and Board. She shared a quote from the book and asked for the Board to reach out and meet with teachers.

Elizabeth Russell, parent of a special needs child, shared that losing 5 special education teachers in one year is a travesty. She asked the Board to live by the District's mission statement.

Nancy Rickson, parent at Cabrillo, addressed the Board to share that her child receives special education services and currently has no pull-out area to take tests at Cabrillo. The area is now used for a teacher. She reported that her child's tests are sent home to take as an alternative. She shared that she is disappointed that the District hired an administrator instead of paying the teachers more money.

Bridgett Grillo shared that retaining teachers is not happening because the District is not paying teachers enough to retain them. She stated that although the District offers great benefits, in neighboring Districts with benefits, teachers are still getting paid about \$600 more yearly. She shared that she is sacrificing this amount for slightly better benefits. The benefits do not help teachers pay their bills. She reported that it is extremely difficult to live

in this area and as a young teacher with no children or a house in Pacifica, she asked what the District is doing to retain her.

10.d. Correspondence

Minutes:

Dr. Olsen shared that she had no correspondence to report.

10.e. Board/Superintendent Communications

Minutes:

Superintendent Olsen reported she attended the Sunset Ridge staff meeting today and that the teachers went through grade level by grade level and shared out the strengths of the personal narrative writing.

The Board of Trustees shared events and activities they have attended since the last Board meeting including: Leadership Housing meeting, Java with Jerry Hill, SEPAC meeting, ribbon cutting at Sanchez Adobe, Board Work Study meeting, Ohlone Day lecture by Dr. Jonathan Cordero, Board Closed Session pertaining to negotiations.

11. PRESENTATIONS - 7:20 P.M.

11.a. Pacifica School Volunteers - Patrick Sayres

Minutes:

Heather Olsen introduced Mr. Patrick Sayres, Director, Pacifica School Volunteers.

Patrick Sayres, Director of the Pacifica School Volunteers, presented to the Board Trustees and the community. Pacifica School Volunteers has been supporting Pacifica schools with volunteers since 1997. Their mission to promote student well-being, build community, and to inspire learning by matching teachers and students with volunteers is important work. Mr. Sayres, along with Dee Dee O'Gorman, process, match, and place volunteers in classrooms to support teachers and students. In 2018-2019, Pacifica School Volunteers placed 70 volunteers who supported Pacifica schools with a total of 8,400 volunteer hours.

Mr. Sayres thanked the Board of Trustees and the District for their collaboration and support to the Pacifica School Volunteers.

The Pacifica School Volunteers presentation is attached to this agenda item.

Quick Summary:

PRESENTATION

12. DISTRICT BUSINESS - 7:30 P.M.

Quick Summary:

DISTRICT GOALS The District values the goals provided in our Local Control Accountability Plan (LCAP) and Strategic Plan. All of our District Board Agenda Items are tied to these goals. One or more goals are listed in the description of each Board Agenda Item. The details for each of those

District Goals can be accessed on our Agenda Online Public Page or by visiting the District website, www.pacificasd.org, under District Information, Board of Trustees.

12.a. Educational Support Services Update (LCAP Goals: #1, #2, #3)

Minutes:

Will Lucey, Executive Director, Educational Support Services, presented an update. He shared that Educational Support Services is broken out in two areas: Curriculum and Instruction, and Technology. Mr. Lucey reported on the professional development that staff receive and student assessment tools used to monitor student growth.

For technology, Mr. Lucey shared that 1,000 new Chromebooks will be distributed to schools in the next few weeks. The District is in the process of updating the technology plan along with developing classroom technology standards. The District is working to improve the network infrastructure and cyber security for the district.

The presentation is attached to this agenda item.

Board Comments: Is Clever replacing something? Will Lucey reported that Clever is a tool in which students can log in to access everything so that they don't have to log in to each individual program, it is not replacing another program. Who is involved in organizing professional development days? Principals worked with their sites to develop what the need for professional development would be for each site. Is there a post assessment after the professional development day? A survey is sent out afterward to gather input. What is going on with Digital Citizenship? The District is trying to bring the level of understanding and literacy to the teachers and to the students. Under Curriculum and Instruction, what is going on with coaching of general education teachers in terms of teaching special education students? Through the Humanities Specialists, having the general education and special education teachers work collectively within the Teachers College Writers Workshop model.

Sue Beckmeyer, Library Media Tech at Cabrillo School, addressed the Board of Trustees to share that the library program is very strong and very grateful to the Board for allocating funds through the Parcel Tax for the positions the libraries have. She shared that the libraries are getting the tools and working on utilizing the tools, but with limited staff resources, it is difficult to find time.

Quick Summary:
INFORMATION

12.b. LCAP Local Indicator (LCAP Goals: #1, #2)

Minutes:

Will Lucey reported out on the LCAP Local Indicator. The Local Control Accountability Plan (LCAP) is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes. The state monitors school districts' progress through the California Dashboard that is also accessible to the public at large. Broken into two focus areas of State Indicators and Local Indicators the attached presentation reviews the evaluation rubric and focus on the Pacifica School District Local Indicators.

Board Comments: Districts are asked to do all of this work to report out and meet goals but then and then District's aren't funded; we might want to put our response rate condition in the report.

Quick Summary:
INFORMATION

12.c. LSEA Initial Proposal for 2019-2020 (LCAP Goal: #1, Governance)

Order #122 - Motion Passed: Passed with a motion by Ms. Kathy Shiokari and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall
Yes Ms. Kai Doggett
Yes Mr. Jesse Levin
Yes Ms. Kathy Shiokari
Absent Ms. Laverne Villalobos

Minutes:

Maria Gavidia invited LSEA (Laguna Salada Education Association) representatives to share their initial proposal for the 2019-2020 contract negotiations.

Patty McNally, Jonathan Harris, Debby Lyttle and Maureen Mannis addressed the Board and shared LSEA's initial contract negotiations proposal for 2019-2020

Quick Summary:

It is recommended that the Board adopt the LSEA Initial Proposal for contract negotiations for the 2019-2020 school year

ACTION

12.d. Final Certificated Assignments, Non-Administrative (Goal: Operations)

Minutes:

Maria Gavidia shared that this agenda items reports the number of FTE's (Full-time Employees) in the District.

She shared that there were two errors with the information provided. At Vallemar, there is a .5 not a .4 School Psychologist and the School Counselor that Vallemar has there this year in not a contracted employee, she is a direct hire.

Board Comments: At IBL, the FTE's are not broken out. Dr. Olsen reported that it is because teachers teach multiple subjects at that school and it's difficult to show FTE. The Board asked to have the agenda item brought back with the FTE broken out.

Quick Summary:

INFORMATION

13. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 8:00 P.M.

13.a. July 2019 Manual Maintenance 3000 Series (First Reading)

Minutes:

Josie Peterson presented the July 2019 Manual Maintenance 3000 Series for First Reading. There were no questions presented by the Board for First Reading. These Board policies will be placed on the November 20, 2019 Regular Board Meeting for approval.

Quick Summary:

July 2019 Manual Maintenance 3000 Series (First Reading)(Attachment A) July 2019 Manual Maintenance 3000 Series (First Reading) Board Memo(Attachment B) AR 3320 Claims and Actions Against the District - Use CSBA Sample As Is(Attachment C) AR 3551 Food Service Operations/Cafeteria Fund - Use CSBA Sample As Is(Attachment D) BP 3551 Food Service Operations/Cafeteria Fund - Use CSBA Sample with Option #2INFORMATION/DISCUSSION

13.b. July 2019 Manual Maintenance 4000, 5000 Series (First Reading)

Minutes:

Maria Gavidia presented the July 2019 Manual Maintenance 4000, 5000 Series for First Reading. There were no questions presented by the Board for First Reading. These Board policies will be placed on the November 20, 2019 Regular Board Meeting for approval.

Quick Summary:

(Attachment A) July 2019 Manual Maintenance 4000 5000 Series (First Reading) Board Memo (Attachment B) AR 4117.7_4317.7 Employment Status Reports - Use CSBA Sample As Is (Attachment C) BP 4119.24_4219.24_4319.24 Maintaining Appropriate Adult-Student Interactions - Use CSBA Sample As Is (Attachment D) BP 4218 Dismissal Suspension_Disciplinary Action (New Policy) - Use CSBA Sample As Is (Attachment E) AR 4218 Dismissal Suspension_Disciplinary Action - Use CSBA Sample As Is (Attachment F) BP 5123 Promotion_Acceleration_Retention - Use CSBA Sample With Revisions (Attachment G) BP 5136 Gangs - Use CSBA Sample As Is (Attachment H) AR 5136 Gangs - Use CSBA Sample As IsINFORMATION/DISCUSSION

14. FUTURE AGENDA ITEMS - 8:10 P.M.

Minutes:

Dr. Olsen reviewed the Future Agenda with the Board of Trustees.

Dr. Olsen mentioned that the District would like to present their initial proposal for 2019-2020 contract negotiations at a Special Meeting on November 13th from 6:00 - 7:00 P.M. followed by the Board Work Study from 7:00 - 9:00 P.M. The Trustees were in agreement with Dr. Olsen.

Trustee Shiokari asked if the Board can have an update on the openings that are still existing in the District and also an update on our Special Education department with regard to what supports are happening and to discuss the information sent out to parents. Ms. Shiokari also asked if the Board

policy on dressing and grooming will be brought back for further discussion. Dr. Olsen shared that she will send out the survey to staff and bring the policy back for review in November.

15. ADJOURNMENT - 8:15 P.M.

Minutes:

Trustee Levin adjourned the meeting at 8:43 P.M.

Quick Summary:

NEXT MEETING: November 20, 2019, 7:00 p.m., District Office, 375 Reina del Mar Avenue, Pacifica

- The Board of Trustees may meet in Closed Session for the purposes of discussing Personnel under Government Code 54957 and Negotiations under Government Code 54957.6 after the open session.
- Pacifica School District, Board of Trustees Regular Meeting Agendas may be previewed on the District Website: www.pacificasd.org. Board of Trustees Regular Meetings are televised on Pacifica Community Television (PCT) Channel 26 on Thursdays at 3:30 p.m.
- Regular Meeting Agendas are posted at least 72 hours prior to each meeting at the following locations:
All District Schools Pacifica & Sanchez Libraries Pacifica Tribune San Mateo County Times
District Office
Special Meeting Agendas are posted at least 24 hours prior to the meeting at the Official Posting Location:
District Office
- *Board meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Executive Assistant to the Superintendent at least 10 working days before the meeting at 650.738.6625. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*
- The agenda (order in which the items are presented) is accepted or amended by the Board at the beginning of the meeting under the item "Approval of the Agenda." Once the agenda is approved by the Board, the meeting will proceed in the order approved. Times for agenda items are approximate with the exception of Public Hearings. Public Hearings will occur at or after the time listed on the agenda.

Guidelines for Public Comment

- The Board President will formally open and close times for public comment for each agenda item. After public comment is closed, the Board will discuss the item and, if appropriate, take action.
- Individuals wishing to address the Board must complete a request card with their name, address and the item number. Cards are located on the table as you enter the room. Cards should be submitted either to the Board President or to the Superintendent.
- Individuals may address topics not on the agenda during the Communications Section (People Wishing to Address the Board) at the beginning of the meeting. However, the Board cannot comment on items not on the agenda.

- The Board, at their discretion, may limit the total time allotted for public comment during each agenda item.
- Individuals must be recognized by the Board President and step to the podium to speak.
- Speakers should introduce themselves and speak into the microphone. (The microphone is for the television and does not amplify sound.)
- Speakers are limited to a maximum of 3 minutes, which may be reduced at the discretion of the Board.
- Time allotments may NOT be passed from one person to another.
- An individual may speak only once on each agenda item.

7/21/10 Original – Updated 9/13/10

Clerk

Superintendent