AGENDA

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. ANNOUNCEMENT OF INTENT REGARDING APPOINTMENT TO THE PERSONNEL COMMISSION

4. EMPLOYEE OF THE MONTH
   a. September 2017 Employee of the Month, Dave Eldon, Facilities Services Assistant, Facilities, Business Services Division

5. INTRODUCTION OF NEW STAFF
   a. Larry Oshodi, Director, Human Resources and Teacher/Administrator Development, Induction and Retention, Human Resources, Office of the Superintendent

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

7. APPROVAL OF MINUTES OF SEPTEMBER 6, 2017, REGULAR MEETING

8. CONSENT AGENDA

Board action to approve the following item is taken with one motion to "approve the consent agenda," which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or any member of the Public so requests, any item shall be removed from this section and placed in the regular order of business. The action indicated is deemed to have been considered in full, and action taken by the Board as worded therein.

   a. Receive Staffing Reports
   b. Adopt Joint Resolution No. 17-37 Endorsing October 2017 as RESPECT! 24/7 Month in San Mateo County
   c. Adopt Joint Resolution No. 17-38 Honoring Christine Villanis on Her Retirement
9. STUDENT SERVICES

a. Public Hearing Concerning Sufficiency of Textbooks and/or Instructional Materials
b. Adopt Board Resolution No. 17-39 Assuring Compliance with Education Code 60119 – Sufficiency of Textbooks and/or Instructional Materials
c. Receive Report on Personalized Learning
d. Receive Report on Attendance Awareness and School Attendance Review Boards (SARBs)
e. Approval of Student/School Safety Programs that May Include Student Social Media Information (Education Code Section 49073.6)

10. OFFICE OF THE SUPERINTENDENT

a. Superintendent's Comments

11. BOARD MEMBERS

a. Discuss/Act on Legislation
b. Adopt Joint Resolution No. 17-40 Supporting Those Negatively Impacted by the President’s Decision to Rescind the Deferred Action for Childhood Arrivals (DACA) Program
c. Board Member Comments

12. ADJOURNMENT

NEXT REGULAR MEETING: OCTOBER 4, 2017

msg

- Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information call (650) 802-5690, TDD (650) 802-5480.
- Anyone wishing to review materials related to Agenda items may view them on line at www.smcoe.org/agendas or in the Superintendent's Office (802-5552).
1. CALL TO ORDER

The September 21, 2017, meeting of the San Mateo County Board of Education will come to order. As is our practice, this meeting will be recorded.

2. APPROVAL OF AGENDA

Is there a motion to approve the agenda?

Members of the public may provide comments on agendized items, during the discussion of the particular item. If you wish to speak regarding an agenda item, please fill out a speaker card, located on the back table, and hand it to Superintendent Campbell. Superintendent Campbell will inform me when a speaker card has been received. Please note that each speaker is limited to three minutes. Ms. Serpa-Garcia will keep the time and advise you when you have 30 seconds left and again when your time is up. Please try to keep within the time limits.

3. ANNOUNCEMENT OF INTENT REGARDING APPOINTMENT TO THE PERSONNEL COMMISSION

Olga Hoja’s term on the Personnel Commission expires on December 1, 2017. Ms. Hoja has agreed to accept reappointment for another three-year term. Education Code 45246 requires that the Board publicly announce the name of the person it intends to appoint prior to making the actual appointment at a future meeting. Is it the Board’s intent to reappoint Olga Hoja? [NOTE: A vote is not required. The Board will vote at a future meeting and is not bound by the announcement of its intent.]

4. EMPLOYEE OF THE MONTH

a. September 2017 Employee of the Month, Dave Eldon, Facilities Services Assistant, Facilities Services, Business Services Division

We will now recognize the September 2017 Employee of the Month. Will Dave Eldon please join me in the front of the room?

5. INTRODUCTION OF NEW STAFF

a. Larry Oshodi, Director, Human Resources and Teacher/Administrator Development, Induction and Retention, Human Resources, Office of the Superintendent

Associate Superintendent of Human Resources Lori Musso will introduce a new member from Human Resources, Office of the Superintendent. [Presenter: Lori Musso]
6. **PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS**

   **[NOTE: Ask the Superintendent if there are any cards. If so, read the following.]**

   The County Board of Education does not act upon any matter that has not been agendized except under limited circumstances as permitted by law. It is the policy of the County Board to refer matters raised in this forum to staff for investigation and/or action where appropriate. Each speaker is limited to three minutes. Ms. Serpa-Garcia will keep the time and advise you when you have 30 seconds left and again when your time is up. Please try to keep within the time limits.

7. **APPROVAL OF MINUTES OF SEPTEMBER 6, 2017, REGULAR MEETING**

   Is there a motion to approve the minutes of the September 6, 2017, regular meeting as presented?

8. **CONSENT AGENDA**

   The Consent Agenda is not debatable and requires a unanimous vote for passage. Is there a motion to approve the Consent Agenda?

   a. Receive Staffing Report
   b. Adopt Joint Resolution No. 17-37 Endorsing October 2017 as RESPECT! 24/7 Month in San Mateo County
   c. Adopt Joint Resolution No. 17-38 Honoring Christine Villanis on Her Retirement

9. **STUDENT SERVICES**

   a. **Public Hearing Concerning Sufficiency of Textbooks and/or Instructional Materials**

      The public hearing is now open. Education Code §60119 (a) requires that the Governing Board of each school district hold a public hearing at which it will make a determination, by resolution, whether each pupil in each school has, or will have prior to the end of the eighth week of school, sufficient textbooks and/or instructional materials in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board of Education. Is there anyone who would like to speak on this issue?

      **[Note: After anyone who wants to has spoken...]** The public hearing is now closed.

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- Anyone wishing to review materials related to Agenda items may view them on line at www.smcoe.org/agendas or in the Superintendent’s Office (802-5552).
STUDENT SERVICES (continued)

b. Adopt Board Resolution No. 17-39 Assuring Compliance with Education Code 60119 – Sufficiency of Textbooks and/or Instructional Materials

We have before us a resolution that assures the State Superintendent of Public Instruction that our students have adequate access to required textbooks and/or instructional materials.

[After any discussion:] Is there a motion to adopt Board Resolution No. 17-39 Assuring Compliance with Education Code 60119?

c. Receive Report on Personalized Learning

Associate Superintendent Nancy Magee will provide/introduce a report on Personalized Learning. [Presenter: Nancy Magee]

d. Receive Report on Attendance Awareness and School Attendance Review Boards (SARBs)

Associate Superintendent Nancy Magee will present a report on Attendance Awareness and School Attendance Review Boards (SARBs). [Presenters: Nancy Magee and Jeneé Littrell]

e. Discuss/Act on Approval of Student/School Safety Programs that May Include Student Social Media Information (Education Code Section 49073.6)

Associate Superintendent Nancy Magee will provide information on student/school safety programs that may include student social media information. [Presenter: Nancy Magee]

[After any discussion:] Is there a motion to approve Students/School Safety Programs that May Include Student Social Media Information (Education Code Section 49073.6)?

10. OFFICE OF THE SUPERINTENDENT

a. Superintendent's Comments

The Superintendent will make comments.

11. BOARD MEMBERS

a. Discuss/Act on Legislation

- Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information call (650) 802-5690, TDD (650) 802-5480.
- Anyone wishing to review materials related to Agenda items may view them on line at www.smcoe.org/agendas or in the Superintendent’s Office (802-5552).
b. **Adopt Joint Resolution No. 17-40 Supporting Those Negatively Impacted by the President’s Decision to Rescind the Deferred Action for Childhood Arrivals (DACA) Program**

*Lead Deputy County Counsel Claire Cunningham will provide information on a resolution brought forward for Board consideration. [Presenter: Claire Cunningham]*

c. **Board Member Comments**

*Board members will comment.*

12. **ADJOURNMENT**

*The next Regular Meeting will take place on October 4, 2017.*

**NEXT REGULAR MEETING: OCTOBER 4, 2017**

msg
Date: September 13, 2017

To: Anne E. Campbell
   County Superintendent of Schools

From: Franklin Felizardo
      Administrator, Personnel Commission Services

Subject: Announcement of Intent Regarding Appointment to the Personnel Commission

On December 1, 2017, Ms. Olga Hoja's term on the Personnel Commission will expire. Ms. Hoja is the appointee of the Board of Education and she has agreed to accept reappointment for another three-year term.

In accordance with Education Code 45246, on or around September 30, 2017, the Board of Education must publicly announce the name of the person it intends to appoint or reappoint. After 30 days and within 45 days of the public announcement of its candidate, the Board of Education must hold a public hearing to provide the public, employees, and the employee organizations the opportunity to express their views on the qualifications of the person recommended by the Board for appointment. The Board may make its appointment or make a substitute appointment or recommendation without further notification or public hearing.

Approved and Recommended to the Board:

Anne E. Campbell,
County Superintendent of Schools
PERSONNEL COMMISSION APPOINTMENT PROCEDURES

CLASSIFIED EMPLOYEES ORGANIZATION APPOINTMENT

• Personnel Director notifies Board and Classified organization of commissioner whose term is expiring
  • Notice will include name of appointing authority and procedures to be followed

Sept. 1st

• Classified employee organization submit name of nominee to Board. The Board shall appoint the nominee
  • In the event of no nominee, Personnel Director may recommend an emergency appointment of no longer
    than 60 days

Nov. 1st

• Dec 1 at noon: Commencement/Expiration of the term
  • Signature of oath

Dec. 1st

BOARD OF EDUCATION APPOINTMENT

• Personnel Director notifies Board and Classified organization of commissioner whose
  term is expiring
  • Notice will include name of appointing authority and procedures to be followed

Sept. 1st

• Board of Education publicly announce the name of the person it intends to appoint or
  reappoint

Sept. 30th

• At a board meeting held after 30 days but within 45 days of the announcement, the
  Board will hold a public hearing

Oct. 30th

COMMISSION APPOINTMENT

• The appointee of the Board and the classified employees shall publicly announce the name of the person they
  intend to appoint or reappoint

Sept. 30th

• At a Commission meeting held after 30 days of the announcement, the Commission will hold a public hearing

Dec. 30th

• If the appointee of the Board and the classified employees are unable to agree upon a nomination by Sept 30th,
  the California State Superintendent of Public Instruction shall make the appointment within 30 days.

November
PERTINENT EDUCATION CODE AND MERIT RULES

Merit Rules Chapter 20.2 Commission Appointment Procedures

On or about September 1st of each year, the Personnel Director shall notify the Board and the recognized classified employee organizations of the name and the home address of the commissioner whose term is expiring, and whether or not the commissioner will accept reappointment for another three-year term. The notification will also provide the name of the appointing authority, and the procedures to be followed in filling the upcoming vacancy.

A. Appointee of the Board of Education: By September 30th the Board of Education shall publicly announce the name of the person it intends to appoint or reappoint. At a board meeting to be held after 30 and within 45 days of the date the Board publicly announces its candidate, the Board of Education shall hold a public hearing to provide the public, employees, and the employee organizations the opportunity to express their views on the qualifications of the person recommended by the Board for reappointment. The Board at that time may make its appointment, or make a substitute appointment or recommendation without further notification or public hearing.

B. Appointee of the Classified Employees: By November 1st the classified employee organization having the authority to nominate the classified employee’s appointee to the Commission shall submit to the Board the name of the person it wishes to appoint to the Commission. The Board shall appoint the nominee unless the classified employees voluntarily withdraw the name of the nominee and submit the name of a new nominee. In the latter case, the Board shall then appoint the new nominee.

1. In the event that the classified employees of the County Office are represented by more than one employee organization, the employee organization which represents the largest number of classified staff shall be the one authorized to submit the recommended appointment to the Board for action as required by these rules and regulations.

2. In the event that a vacancy is created on the Personnel Commission because of the classified employees’ failure to agree on a nominee, the Board of Education, upon the recommendation of the Personnel Director, may make an emergency appointment until such time as a permanent appointment can be made, but not to exceed sixty (60) days. (Education Code Sections 45246 and 45248)

C. Appointee of the Commission: By September 30, the appointee of the Board, and the appointee of the classified employees shall publicly announce the name of the person they intend to appoint or reappoint. The Commission at that time may make its appointment. At the next regularly scheduled meeting of the Personnel Commission to be held after 30 days from the day the intended appointee is announced, the appointee of the Board of Education, and the appointee of the classified employees shall, in open hearing, provide the public, employees and employee representative groups an opportunity to
express their views on the qualifications of the candidate recommended for the vacancy. The candidate shall be invited to this meeting. The Commission at that time may make its appointment.

1. If the Commissioner appointed by the Board and the Commissioner appointed by the classified employees are unable to agree upon a nomination by September 30, the California State Superintendent of Public Instruction shall make the appointment within 30 days.

**California Education Code 45244 - 45248**

**45244**

(a) To be eligible for appointment or reappointment to the commission a person shall meet both of the following requirements:

1. Be a registered voter and resident within the territorial jurisdiction of the school district.

2. Be a known adherent to the principle of the merit system. No member of the governing board of any school district or a county board of education shall be eligible for appointment, reappointment, or continuance as a member of the commission. During his or her term of service, a member of the commission shall not be an employee of the school district.

(b) As used in this section, residence is that place in which his or her habitation is fixed, wherein the person has the intention of remaining, and to which, whenever he or she is absent, the person has the intention of returning. At a given time, a person may have only one residence.

(c) As used in this section, "known adherent to the principle of the merit system," with respect to a new appointee, means a person who by the nature of his or her prior public or private service has given evidence that he or she supports the concept of employment, continuance in employment, in-service promotional opportunities, and other related matters on the basis of merit and fitness. As used in this section, "known adherent to the principle of the merit system," with respect to a candidate for reappointment, means a commissioner who has clearly demonstrated through meeting attendance and actions that he or she does, in fact, support the merit system and its operation.
45245
One member of the personnel commission shall be appointed by the governing board of
the district and one member, nominated by the classified employees of the district, shall
be appointed by the governing board of the district. Those two members shall, in turn,
appoint the third member.

As used in this section, "classified employees" shall mean an exclusive representative
which represents the largest number of noncertificated employees in a unit or units within
the district. If there is no exclusive representative within the district, the governing board
shall, by written rule, prescribe the method by which the recommendation is to be made
by its classified employees.

45246
(a) Within 30 days after adoption of the system, the governing board shall publicly
announce its intended appointee or appointees, as appropriate, and the appointee or
appointees, as appropriate, nominated by its classified employees. As soon after
their appointment as practicable but within 30 days, the appointed members shall
announce their intended appointee for the third member.

They may consider the recommendations of the governing board, the classified
employees, or other concerned citizens. If these members do not announce their
intended appointee within the 30-day period, the Superintendent of Public
Instruction shall make the appointment.

"Adoption of the system" means, in the case of Section 45221, the day on which a
successful election is certified to the governing board or, in the case of Section
45224, the day the governing board approves a motion, order, or resolution to adopt
the system regardless of the date specified for operational commencement of the
system.

(b) Where a system is already in existence and a vacancy will exist on December 1, by
not later than September 30:
(1) The governing board shall publicly announce the name of the person it intends
to appoint or reappoint, if the vacancy is its appointee.
(2) The appointee of the governing board and the appointee or appointees of the
classified employees shall publicly announce the name of the person they intend
to appoint, if the vacancy is their appointee.

If the governing board and the classified employees of the district are unable to
agree upon a nomination by September 30, the Superintendent of Public Instruction
shall make the appointment within 30 days.
(c) Where a system is already in existence and a vacancy in a position nominated by
the classified employees will occur, the classified employees shall submit the name
of its nominee to the governing board at least 30 days before the date on which the
vacancy will occur and the governing board shall appoint that nominee to be
effective on the date on which the vacancy would occur.

(d) At a board meeting to be held after 30 and within 45 days of the dates specified in
subdivision (a) and paragraph (1) of subdivision (b), as the case may be, the
governing board in open hearing shall provide the public and employees and
employee organizations the opportunity to express their views on the qualifications
of those persons recommended by the governing board for appointment.

The board at the time may make its appointment or may make a substitute
appointment or recommendation without further notification or public hearing.

In the case of the nominees of the classified employees, the board shall appoint the
nominee, unless the classified employees voluntarily withdraw the name of the
nominee and submit the name of a new nominee. In the latter case, the board then
shall appoint the new nominee.

(e) If a vacancy exists because of a failure of the classified employees to agree on a
nominee, the board may make an emergency appointment as authorized in
subsection (b) of Section 45248. If there is no personnel director, the board
nevertheless may make an emergency interim appointment under this subdivision.

(f) At the next regularly scheduled personnel commission meeting to be held after 30
days from adoption of the system, as specified in subdivision (a), or at the next
regularly scheduled personnel commission meeting to be held after 30 days from
the day the intended appointee is announced, as specified in paragraph (2) of
subsection (b), as the case may be, the appointee of the governing board and the
appointee nominated by the classified employees shall, in an open hearing, provide
the public and employees and employee organizations the opportunity to express
their views on the qualifications of each candidate recommended for the vacancy.
Each candidate shall be invited to this meeting.

The appointee of the governing board and the appointee nominated by the classified
employees may make their appointment or may make a substitute appointment or
recommendation without further notification or public hearing.

(g) A commissioner whose term has expired may continue to discharge the duties of the
office until a successor is appointed, but for no more than 90 calendar days.
Appointees to a commission in a district which has newly adopted the system shall take office upon receipt of notification of appointment but the term of office shall run from noon of the first day of December next succeeding.

In school districts with a three-member personnel commission, the initial appointee of the governing board shall serve a three-year term, and the term of the appointee recommended by classified employees, and the third member selected by the two other members shall be for two years and one year respectively.

In school districts which have elected to establish a five-member personnel commission, one of the initial appointees of the governing board, and one of the initial appointees nominated by the classified employees shall serve three-year terms. The term of the other initial appointee of the governing board, and the other initial appointee nominated by the classified employees of the district, shall be for two years, and the term of the appointee selected by the other members of the commission shall be for one year.

Subsequent terms shall be for three years commencing at noon the first day of December.

A three-member commission may perform any act authorized or required by law when two members have been appointed.

A five-member commission may perform any act authorized or required by law when three members have been appointed.

Appointment to vacancies occurring subsequent to the initial appointment shall be made by the original appointing authority either for a new full term or to fill an unexpired term.

The procedures required in Sections 45245 and 45246 shall be followed in the appointment and recommendation for appointment to fill vacancies occurring subsequent to the initial appointments.

Notwithstanding subsection (a) the governing board at the request of the personnel director shall declare that an emergency exists and shall make an interim appointment to fill a vacancy or vacancies to insure the continuance of the functions of the personnel commission. An interim appointment shall terminate on the date the notification of permanent appointment is received by the appointee.

An interim appointee must meet the requirements of Section 45244 and be free of the restrictions contained therein.

An interim appointment in no event shall be valid for more than 60 days.
UNAPPROVED

MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: September 6, 2017

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, Joe Ross

Board Member Absent: Ted Lempert

Staff Officials Present: Anne E. Campbell, Secretary
Marcia Serpa-Garcia, Executive Assistant

Other Staff Present: Brian Allen, Marco Chavez,
Franklin Felizardo, Patricia Love,
Nancy Magee, Nafeesah Mustafa,
Sibane Parcels, Denise Porterfield,
Gary Waddell,

1. CALL TO ORDER

Board President Joe Ross called the meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

After a motion by Ms. Alvaro and a second by Ms. Gerard, the Board approved, by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), the September 6, 2017, agenda as presented.

Board President Ross announced members of the public could provide comments on agendized items, during the discussion of the particular item. He said if a member of the public wished to speak regarding an agenda item, they should fill out a speaker card and hand it to Superintendent Campbell. Superintendent Campbell would inform the Board President when a speaker card had been received for a particular item.
3. **INTRODUCTION OF NEW STAFF**

   a. **Brian Allen, Coordinator, Educational Services, Curriculum and Instruction Services, Instructional Services Division**

Deputy Superintendent Dr. Gary Waddell said he was pleased to introduce Brian Allen, Coordinator, Educational Services, Curriculum and Instruction Services, Instructional Services Division. Dr. Waddell said this position fulfills activities supporting a number of content areas, grant initiatives as well as spending time in the Administrator Preparation Program network. He said Mr. Allen most recently worked in the Jefferson Elementary School District (JESD) as the Principal of Woodrow Wilson Elementary School. Mr. Allen also served as Vice Principal, mathematics coach, English Language Development (ELD) coach, elementary school teacher and middle school teacher in the JESD. Dr. Waddell said they have gotten to know Mr. Allen through the administrative work at the San Mateo County Office of Education (SMCOE) and are glad that he has now joined the SMCOE team. He then asked Mr. Allen to say a few words.

Mr. Allen said he was thrilled for the opportunity to meet the Board and share his background. Mr. Allen is excited to bring his 20 years of educational experience to SMCOE and have the opportunity to support new administrators and teachers in the districts and county.

Mr. Allen reiterated Dr. Waddell’s explanation of his work history over the past 20 years and said his most recent position as the Principal of Woodrow Wilson Elementary School was very special to him. He appreciated the family community and said a lot of progress was made on becoming the first community school in the Jefferson Elementary School District.

Mr. Allen thanked the Board for this new opportunity and said he looks forward to his work supporting new administrators, SMCOE and all of the districts in San Mateo County.

   b. **Nafeesah Mustafa, Assistant Principal, Court Schools, Student Services Division**

Associate Superintendent Nancy Magee said she was pleased to introduce Nafeesah Mustafa, Assistant Principal, Court Schools, Student Services Division. Ms. Magee said Ms. Mustafa comes with a wide breadth of experience and knowledge as well as passion for students. She said Ms. Mustafa has served as a teacher, Assistant Principal, curriculum coach with a specialty in mathematics and began her career working for the Adult Parole Board working with, coaching and educating paroles. Ms. Magee said Ms. Mustafa has worked as an Assistant Principal and taken on additional duties working with the Advancement Via Individual Determination (AVID) college readiness program, with the Beginning Teacher Support and Assessment Program (BTSA), and with the English Language Development (ELD) Instructional Program. Ms. Magee then asked Ms. Mustafa to say a few words.

Ms. Mustafa said she is honored to be the Assistant Principal for the SMCOE Court Schools. She said this position continues to be satisfying to her as she works alongside Principal Leader Sibane Parcels as well as the staff and students. Ms. Mustafa said she is gaining insight into the workings of the Probation and Court Schools and the positive interactions.
INTRODUCTION OF NEW STAFF (continued)

Ms. Mustafa said she began her career as a Head Start teacher, commenting that she was a Head Start Program student. She continued teaching through elementary school, moved up to middle school to teach mathematics, substituting for high schools and then earned an Administrative Credential. Ms. Mustafa worked in various programs such as Advancement Via Individual Determination (AVID), International Baccalaureate® (IB), International Baccalaureate® Middle Years Program (MYP), Advanced Placement Programs (AP), and Special Education Programs. She then worked with teachers as a coordinator for parole education programs with the Contra Costa County Office of Education. She decided she wanted to work with younger students in the corrections facilities and applied for the Assistant Principal position in SMCOE Court Schools and is very excited for this opportunity.

Ms. Mustafa looks forward to continued collaboration as well as providing supports in all the important areas that lead to greater life and academic outcomes for all students.

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

There were no persons wishing to address the Board.

5. APPROVAL OF MINUTES OF AUGUST 14, 2017, SPECIAL MEETING

After a motion by Ms. Gerard and a second by Ms. Alvaro, the Board approved, by a vote of six in favor (Alvaro, Cámaco, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), the Minutes of the August 14, 2017, Special Meeting as presented.

5. APPROVAL OF MINUTES OF AUGUST 16, 2017, REGULAR MEETING

After a motion by Ms. Gerard and a second by Mr. Hsiao, the Board approved, by a vote of six in favor (Alvaro, Cámaco, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), the Minutes of the August 16, 2017, Regular Meeting as presented.

7. CONSENT AGENDA

a. Joint Resolution No. 17-35 Honoring Fernando Limaco on His Retirement

After a motion by Mr. Hsiao and a second by Ms. Gerard, the Board approved, by a vote of six in favor (Alvaro, Cámaco, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), the Consent Agenda.
8. STRATEGIC PLAN UPDATE

Superintendent Campbell said she was pleased to update the Board on the progress being made towards the Strategic Plan goals that have been set. She said she would provide a recap of the August 16, 2017, All-Staff Event, and thanked Board Member Cannon for participating. Ms. Campbell said she would provide the current status of the Strategic Plan and the deliverables that will be achieved over the next two years.

Superintendent Campbell acknowledged the incredible work that Administrator of Board/Superintendent Support and Community Relations Marco Chávez has done over the past two months and will continue to do as SMCOE moves forward through the fall. She said Mr. Chávez will continue to serve as Coordinator, Facilitator-in-Chief for the implementation of the Strategic Plan. Ms. Campbell said Mr. Chávez did a great job of organizing the event in August as well as helping to put together the leadership of the different work teams that will now work on the deliverables.

Superintendent Campbell explained on August 16th SMCOE had an All-Staff Event at the County Office and said 294 employees were able to participate at this event and the remaining staff who had students in classes that day or were out for other reasons will be able to participate in a makeup session on September 20, 2017, so all staff will have an understanding of where SMCOE is now and the direction it will take moving forward with the Strategic Plan.

Superintendent Campbell reported Visual and Performing Arts Coordinator Michelle Holdt did a fantastic job with ice breaker activities engaging all staff using dance and games where staff enjoyed meeting individuals they didn’t already know. She said this gave the event a wonderful sense of energy and enthusiasm, which then propelled staff into the building to work in individual work groups.

Superintendent Campbell reported there were 16 rooms for individual groups to meet and each session began with a video that provided an update on the Strategic Plan. Superintendent Campbell acknowledged and thanked STEM Center Media Technician Zackery Jones for his incredible work putting the video together and then played the video for the Board.

Superintendent Campbell said once the groups had watched the video the facilitators went through in more depth how the work over the past year had distilled down into specific areas of focus. The three areas of focus include:

- **Think/Do Hubs** – Environmental Literacy; Maker-Centered Learning; Center for Learning Analytics; Multi-Tiered System of Support; Lab Schools; P-3 Alignment
- **Organizational Culture and Climate** – Equity and Excellence; The Organization; The People; The Relationships
- **Teaching Profession** – Career Technical Education; Alternative Credential Pathways; Teacher Retention; Classified Employee Teaching Credential Program

Superintendent Campbell then talked about deliverables for the SMCOE Strategic Plan and said she hopes to report to the Board on the progress of achieving these deliverable at intervals throughout the year.
9. **INSTRUCTIONAL SERVICES**

a. **Ratify Submission of Project: Maker Education Project**

Deputy Superintendent Gary Waddell said he was excited to present a continuation of the Oracle Impact Grant for $100,000 to support the STEM Center to accelerate the growth of a maker-centered learning culture for students and educators throughout San Mateo County. He said this grant will help fund the services SMCOE delivers via its Make/Learn program including:

- Maker Program and Makerspace Consultation and Design Services
- SMCOE Make/Learn Active Learning Studio
- Make/Learn Mobile, our lending program of making equipment, tools, kits and resources
- Make/Learn Professional Learning
- Facilitation of extended “maker educator” professional networks

After a motion by Mr. Hsiao and a second by Ms. Gerard, the Board ratified, by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), the Maker Education Project.

10. **STUDENT SERVICES**

a. **Receive Report on Opening of County Office Student Programs**

Associate Superintendent Nancy Magee said she was thrilled to report on the start of the 2017-2018 school year. She said this year’s focus for SMCOE school environments is student learning.

Associate Superintendent Magee said the Student Services programs, Court and Community Schools, Related Services and K-12 Special Education, are excited about:

- Measures of Academic Progress (MAP) Testing for Instruction – used by Court and Community Schools at the teacher-level as a formative assessment tool
- Personalized Learning Project – Court and Community Schools pilot is now in its second year
- Trauma Informed Strategies – working on strategies at the school-level to approach school environments in that way
- Educator Effectiveness Grant – great opportunity for administrators, teachers and paraeducators to focus their professional development
- Inclusion – including all students into the learning environment
  - School gardens is one way of including all students

Ms. Magee said challenges primarily come in the form of missing teachers. She said this year SMCOE has been lucky to have hired new talented teachers, especially in the difficult areas such as special education, but still have shortages in some programs.
STUDENT SERVICES (continued)

Associate Superintendent Magee reported there is a full slate of Student Services Site Leaders:

- **Court and Community Program** – Sibanel Paracels, Principal; Nafeesah Mustafa, Assistant Principal
- **Early Childhood Education and Related Services** – Tammy Zigler, Principal; Jason Carney, Assistant Principal
- **Special Education K-12** – Linda Young, Principal; Lara Goldman, Assistant Principal

Ms. Magee reported the student population in the programs as:

- Court Schools currently includes 86 students, and 20 students in Community Schools
- Special Education includes 58 in the Early Childhood Education Program (ECE) and 166 students in the K-12 Program
- Related Services includes 420 students served in the districts who receive 550 services such as: visual impairment, audiology, speech and language, orientation and mobility, deaf and hard of hearing, and adapted physical education

Associate Superintendent Magee then reviewed priorities for each of the programs:

- Court and Community priorities (Camp Kemp, Camp Glenwood and Hillcrest):
  - Implement trauma-informed strategies to support positive school culture – with an orientation class and restorative practices
  - Support personalization and college and career readiness – with a second year of training in Summit’s Personalized Learning Platform, Project Change expansion at the Court Schools, collaboration with Instructional Services

- Early Childhood Education priorities:
  - Develop and implement fully inclusive early childhood education center – articulate the vision/mission, engage partners, initiate instructional shifts, inclusion partners (Project Friendship and Woodside Priory)

- Special Education K12 Priorities:
  - Provide high quality instruction and services to support the County’s continuum of special education services – inclusive opportunities, consultation model and lab classroom (SMCOE teacher Ellen Paulino will develop a model using Unique Learning System® curriculum to guide the staff’s academic instruction and growth)

- Related Services K12 Priorities:
  - Hone professional expertise and expand services to districts – serve students through 504 process (an anti-discrimination, civil rights statute that requires the needs of students with disabilities to be met as adequately as the needs of the non-disabled are met), professional development in area of expertise, provide trainings for districts

Associate Superintendent Magee then answered questions from the Board.
STUDENT SERVICES (continued)


Associate Superintendent Magee said on behalf of Administrator Safe and Supportive Schools Jeneé Littrell and Safe Routes to School Coordinator Theresa Vallez-Kelly, she requested the Board approve Resolution No. 17-36 Endorsing October 4, 2017, as International Walk to School Day. Ms. Magee reported 17 grantees from 15 school districts will impact 102 schools in San Mateo County. She said this is part of a worldwide effort to get children to walk to school on October 4th.

After a motion by Mr. Hsiao and a second by Ms. Gerard, the Board approved, by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), Resolution No. 17-36 Endorsing October 4, 2017, as International Walk to School Day.

11. OFFICE OF THE SUPERINTENDENT

a. Receive Superintendent’s Response to 2016-2017 Civil Grand Jury Reports:

Superintendent Campbell reported the 2016-2017 San Mateo County Civil Grand Jury Education Committee issued several reports during the summer. She said two reports involving San Mateo County schools were provided to the Board.

1. How Have San Mateo County Public Schools Responded to the Epinephrine Auto-Injector Law, Senate Bill (SB) 1266?

Ms. Campbell reported the Civil Grand Jury Report entitled “How Have San Mateo County Public Schools Responded to The Epinephrine Auto-Injector Law, SB 1266?” pertained to SMCOE schools as well as district schools. The Grand Jury interviewed many people to find and understand the procedures, protocols and professional development that occur around the use of the Epinephrine Auto-Injector (EpiPens) as well as the need to make sure standardization is happening across the schools in San Mateo County.

Superintendent Campbell then highlighted the 2016-2017 Civil Grand Jury’s Recommendations as well as her responses:

3. Each school district shall ensure that each of its schools keeps Pens in clearly labeled boxes that are in plain sight in the school’s main administrative office.

The SMCOE pens are centrally located in clearly labeled boxes at each of our sites where staff can readily access them.
4. Each school district shall ensure that each of its schools posts a list of faculty and staff who have completed the annual training program required by SB 1266. Such list should be posted in or near the school’s Pens.

Because of the medically fragile status of many of our students, SMCOE has trained all school site staff in the use of the Pens and provides refresher training on an annual basis. Because all staff are trained, we do not post a list.

5. Each School district shall ensure that the packet of information provided by the San Mateo County Schools Insurance Group describing the content and intent of SB 1266 and the required training program, as may be updated from time to time, is available as a resource in each of its schools.

SMCOE will implement this recommendation and plans to post an on-line resource on the SMCOE website that will be accessible to all staff.

6. Each school district shall ensure that schools develop policies and procedures for the possible emergency use of Pens at off-site or evening on-site school supervised events and for the accommodation of students with known food or other allergies (i.e., designated areas of the cafeteria, allergen-aware classrooms, etc.)

SMCOE will review our applicable board policies and regulations and update them as needed.

2. Should Tire-Derived Products Be Used on Athletic Fields in San Mateo County Schools?

Superintendent Campbell reported since SMCOE doesn’t have athletic fields that fall into this category, it is not subject to responding. The school districts will need to respond.

Ms. Campbell said the appendix does show quite a few fields throughout San Mateo County have the crumb rubber the report addresses.

b. Update on Board Member Visits to Local Governing Boards

Superintendent Campbell drew the Board’s attention to a schedule that will assist Board Members with confirming visits to their local boards. Ms. Campbell said she has contacted the school districts to coordinate dates for the Board Members who have provided their availability. Superintendent Campbell asked the Board how they would like to schedule meetings with those members who share high school districts.

Superintendent Campbell said once the remaining dates are finalized each Board Member will receive a schedule of the meeting specifics, adding that a staff member would attend the visits with each Board Member.
c. Superintendent’s Comments

Superintendent Campbell said she wanted to capture three highlights since the last Board Meeting.

- August 25 – Friday Café – Ms. Campbell attended a Friday Café, the monthly professional learning network for practitioners who work in the realm of family engagement. These meetings are funded by the Kellogg Grant received by Early Learning Dual Language Support Coordinator, Soodie Ansari. The Friday Café brings the practitioners together for professional development and mutual support. She acknowledged and thanked Ms. Ansari and Early Childhood Language Development (ECLDI) Project Specialist Karla Rodriguez for organizing and facilitating these excellent events.

Superintendent Campbell reported Ms. Ansari and Ms. Rodriguez also organize Parent Cafés with the same idea of helping parents with young children to have a supportive network and structured dialogue.

- September 1 – New Superintendents’ Orientation – Six San Mateo County districts have new leadership and the San Mateo County Superintendents’ Association decided to reinstate an orientation session for new superintendents. The San Mateo County Superintendents’ Association Executive Board including Pacifica School District Superintendent Dr. Wendy Tukloff, Jefferson Elementary School District Superintendent Bernardo Vidales, Burlingame School District Superintendent Dr. Beth Polito attended, along with County Counsel John Beiers, Chief Deputy County Counsel Kathryn Meola and Lead Deputy County Counsel Claire Cunningham, who gave an outstanding presentation on The Brown Act.

Ms. Campbell reported additional new superintendent sessions will be held every six weeks and said SMCOE will provide coaching to any of the new superintendents who wish to have it.

- September 5 – Science Garage Opening – Ms. Campbell reported she attended the celebration of the opening of the Science Garage in South San Francisco Unified School District (SSFUSD). She said this is a testimonial to the remarkable partnership between SSFUSD and Genentech. Genentech gave $7.6 million to SSFUSD to build the Science Garage, a state-of-the-art biotech facility, on the South San Francisco High School campus. Ms. Campbell reported students from El Camino High School will participate in classes at the Science Garage and came to the facility during the opening. She said they were impressed by the equipment and the research possibilities. Genentech employees were at the event wearing the same t-shirts as the students and were also excited about the possibilities that can come from this new venture. Superintendent Campbell said the Science Garage is part of the Future Lab, an ambitious K-12 STEM initiative sponsored by Genentech for after school tutors, Middle School Science Competition and now the High School Science Garage.
Ms. Campbell said this project is Genentech giving back to the community as well as helping to train future employees.

Genentech Chief Executive Officer (CEO) Bill Anderson, told the crowd “The future of science is not here,” as he pointed to himself. “The future of science is here – it’s all around us,” as he pointed at the students in attendance. South San Francisco Mayor Pradeep Gupta, SSFUSD Board Vice-President Daina Lujan and Superintendent Dr. Shawnterra Moore also attended.

Superintendent Campbell wished Board President Ross a belated happy birthday that he celebrated on September 1st.

Superintendent Campbell reminded the Board Members of the California County Board of Education (CCBE) Conference that would take place in Monterey September 8-10, 2017. Ms. Campbell said she looked forward to the Saturday evening dinner at Montrio Bistro.

Superintendent Campbell thanked Ms. Serpa-Garcia for assembling the basket from San Mateo County for the basket raffle at the conference.

Superintendent Campbell respectfully requested the Board consider adjourning its meeting in memory of Mark Rich who was killed in the crash of his small plane in Madras, Oregon as he was traveling to view the eclipse. She said Mr. Rich was the husband of Laura Linkletter-Rich, a long-time member of the County Committee on School District Organization. Ms. Campbell said Laura and her family have been in our thoughts and prayers during this difficult time.

12. **BOARD MEMBERS**

   a. **Discuss/Act on Legislation**
      1. **Assembly Joint Resolution (AJR) 7 Internet: Net Neutrality: Access (Assembly Member Mullin)**

Superintendent Campbell reminded the Board at its last meeting Assembly Joint Resolution (AJR) 7 Internet: Net Neutrality: Access (Assembly Member Mullin) was brought before the Board with a request to supply additional information for Board consideration of support. She said during the past two weeks progress on this Assembly Joint Resolution moved quickly. Ms. Campbell said thanks to Administrator, Strategy and Communications, Patricia Love, a letter of support was drafted, signed by Board President Ross, the Superintendent, and sent to Assembly Member Mullin.

Superintendent Campbell then asked Ms. Love to provide the Board with an update on AJR 7.
Ms. Love reiterated the letter to Assembly Member Mullin needed a quick turnaround as the Senate was scheduled to vote the week of August 28th. She said the Senate has since passed an amended version of the legislation and the Assembly voted on concurrence on September 5th. Ms. Love said the resolution deals with a couple of issues, net neutrality funding for schools and libraries for internet access as well as Federal Communication Commission (FCC) programs that provide low cost internet access to low income families. She said the FCC recently wanted to roll back the net neutrality rules, which led to concerns of other programs mentioned in the Legislation. The public comment period closed with over 22 million comments. Ms. Love said net neutrality and other programs addressed in the legislation are all important to providing students, particularly low-income students, and schools with reliable access to the internet. Without net neutrality and other programs, schools could be relegated to the internet slow-lane hindering the use of online tools and sites in the classroom, leaving low-income students finding access to the internet event more challenging.

b. Discuss/Act on Establishing the Ad Hoc Planning Committee of the 10th Anniversary of Zap the Gap

After discussion by the Board consensus was to establish an Ad Hoc Planning Committee of the 10th Anniversary of Zap the Gap.

After a motion by Ms. Alvaro and a second by Ms. Gerard, the Board approved, by a vote of six in favor (Alvaro, Camacho, Cannon, Gerard, Hsiao and Ross), none opposed and one absent (Lempert), Establishing the Ad Hoc Planning Committee of the 10th Anniversary of Zap the Gap.

Board Members who volunteered to participate on the Ad Hoc Planning Committee of the 10th Anniversary of Zap the Gap are: Ms. Alvaro, Mr. Camacho and Mr. Cannon.

c. Discuss Appointment Process for the Board’s Representative to the Personnel Commission

Superintendent Campbell said the appointment for the Board’s representative to the Personnel Commission comes before the Board every three years and wanted to make sure the Board had a good sense of the appointment process as well as the work the Personnel Commission does. Superintendent Campbell said she looked at the criteria of reappointment of a Commission Member which states the Commission Member has faithfully attended the meetings of the Personnel Commission and has demonstrated by their actions to be dedicated to the principles of the Merit System. Ms. Campbell said as she read the criteria she didn’t know how the Board would evaluate that. She thinks the Personnel Commission plays an important role as far as the employment of many SMCOE staff and encouraged the Board to come to a meeting to see how the Personnel Commissioners work with Mr. Felizardo, the unions and staff.

Superintendent Campbell then answered questions from the Board.
After discussion by the Board it was decided Mr. Camacho would attend the next Personnel Commission meeting and report back to the Board.

d. Board Member Comments

Mr. Cannon

No items to report.

Mr. Camacho

Mr. Camacho reported he was invited to guest teach the South San Francisco High School Culinary Arts class. Mr. Camacho said he was honored to be asked to teach this class, which helped him understand the important work the Career Technical Education teachers are engaged in especially in Consumer Economics.

Mr. Camacho announced he will attend a College Counseling Conference in Boston, Massachusetts over the weekend and will be unable to attend the CCBE Conference with his colleagues. He said he enjoyed being on the CCBE Conference Planning Committee along with Ms. Gerard and said he hopes his colleagues will enjoy the conference.

Mr. Camacho commented the recent California School Boards Association (CSBA) Newsletter had some good articles regarding the Digital Divide, Universal Late-Start School Times, and Bylaws and Protocols.

Ms. Alvaro

Ms. Alvaro said she was invited to visit the Coastside Chamber of Commerce Education Committee meeting on Tuesday, September 12, 2017. She said she would report back to the Board about this committee’s activities.

Ms. Alvaro said she will visit Oxford Day Academy on October 3, 2017.

Ms. Alvaro reported she attended a convening with Youth Leadership Institute (YLI) and Montzerrat Bedolla, Social Justice Advocate and Visionary, to try and get the Coastside Collaborative running again as a volunteer organization.

Ms. Alvaro reported there is a new San Mateo County Pride Center in downtown San Mateo and she brought brochures to share with her colleagues.

Ms. Alvaro reported the San Mateo County Library is organizing community conversations called A Year of Listening, Learning and Discovering Shared Values. She said they will discuss many topics and suggested registering (https://smcl.org/blogs/post/community-conversations/) for a session.
Mr. Hsiao

Mr. Hsiao said he enjoyed the presentations made during the meeting.

Mr. Hsiao thanked Ms. Magee for the details regarding the opening of SMCOE Programs and said it is great to see progress year-after-year, and asked her to thank her team on the Board’s behalf.

Ms. Gerard

Ms. Gerard said she looks forward to seeing her colleagues at the California County Boards of Education (CCBE) Conference and said the Committee has worked hard to make this event interesting and enjoyable.

Ms. Gerard said she would be at the conference early to organize interviews for the Leadership roles.

Mr. Ross

Mr. Ross reported he attended a gathering of Innovate Public Schools parent organizers in East Palo Alto and said the parents asked many questions and voiced concerns about the local districts and charter schools. He said there was also an interest in the upcoming election for the San Mateo County Superintendent of Schools. Mr. Ross said Innovate Public Schools continues to grow and drive more parent involvement in East Palo Alto, Menlo Park and Redwood City. He said the meeting was positive and mentioned the organization appreciates the San Mateo County Board of Education for being fair and equitable.

Mr. Ross indicated the County Board and Superintendent would like to adjourn this meeting in honor of Mark Rich, who passed away on August 19, 2017. Mr. Rich was a resident of Menlo Park and the husband of former Menlo Park City School District Board Member Laura Rich. Ms. Rich is also a member of the San Mateo County Committee on School District Organization.

Mr. Rich died when his single-engine aircraft crashed in Madras, Oregon. He was on his way to view the solar eclipse.

Mr. Rich was passionate about aviation and was the vice president of Airbus’ Connected Fleet Division.

The Board wishes to offer its sincerest condolences to Laura, their two children, and the many others who called Rich a friend. He will be dearly missed.
12. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned in memory of Mark Rich at 8:48 p.m.

Anne E. Campbell, Secretary

msg
<table>
<thead>
<tr>
<th>NAME</th>
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<th>DIV./DEPT.</th>
<th>DATE OF HIRE</th>
<th>REMARKS</th>
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<tbody>
<tr>
<td>Greg Regan</td>
<td>School Nurse</td>
<td>SSD/K12</td>
<td>8/14/2017</td>
<td></td>
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<tr>
<td>Bich Ly Phan</td>
<td>School Nurse .6 FTE</td>
<td>SSD/K12</td>
<td>8/15/2017</td>
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<td>Maritza Guzman</td>
<td>Teacher, VI/O&amp;M</td>
<td>SSD/Related Services</td>
<td>8/16/2017</td>
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<tr>
<td>Brian Allen</td>
<td>Coordinator, Educational Services</td>
<td>CIS/ISD</td>
<td>8/28/2017</td>
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<tr>
<td>Larry Oshodi</td>
<td>Director, Human Resources &amp; Teacher/Administrator Development, Induction and Retention</td>
<td>Supt/HR</td>
<td>9/5/2017</td>
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<td>Mona Rodrigues</td>
<td>Speech Language Pathologist</td>
<td>SSD/K12</td>
<td>8/16/2017</td>
<td>Retired</td>
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<td>Ruben Mata</td>
<td>Academic Counselor</td>
<td>SSD/Court Schools</td>
<td>9/1/2017</td>
<td>Resigned</td>
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Forward to the Board:

Anne E. Campbell
County Superintendent of Schools
# STAFFING REPORT – CLASSIFIED

**August 09, 2017 – September 12, 2017**

## POSITIONS OPEN – RECRUITMENT / TESTING IN PROGRESS

<table>
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<tr>
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<tr>
<td>Manager, Payroll-Districts</td>
<td>BSD/DBS</td>
<td>Suzette Burns</td>
<td>06/26/2017</td>
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<tr>
<td>Public Communications Specialist</td>
<td>OFFICE OF SUPT</td>
<td>Alexandra Jaarsma</td>
<td>07/13/2017</td>
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<tr>
<td>Accounting Assistant</td>
<td>BSD/DBS</td>
<td>Alexander Li</td>
<td>07/24/2017</td>
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<tr>
<td>Paraeducator, Special Education</td>
<td>SSD/SPED</td>
<td>Miriam Grande Santillana</td>
<td>08/21/2017</td>
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<tr>
<td>Manager, Payroll-Districts</td>
<td>BSD/DBS</td>
<td>Suzette Burns</td>
<td>08/23/2017</td>
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## PROMOTIONS

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<tbody>
<tr>
<td>Senior Naturalist</td>
<td>ISD/OE</td>
<td>Clare Rankhorn</td>
<td>Alison Irwin</td>
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## TRANSFERS

None to report.

## NEW EMPLOYEES – REGULAR

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<tr>
<td>Administrative Assistant I Bilingual</td>
<td>ISD/ESS</td>
<td>Christian Morales-Aponte</td>
<td>08/01/2017</td>
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<tr>
<td>Manager, District Business Services</td>
<td>BSD/DBS</td>
<td>Jennifer Chan</td>
<td>08/16/2017</td>
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<tr>
<td>Paraeducator, Special Educ (permissive rehire)</td>
<td>SSD/SPED</td>
<td>Gulshad Ahmad</td>
<td>08/18/2017</td>
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<td>Health Care Specialist</td>
<td>ISD/OE</td>
<td>Jacob Villa</td>
<td>08/29/2017</td>
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<td>Naturalist</td>
<td>ISD/OE</td>
<td>Kiana Jenkins</td>
<td>08/29/2017</td>
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<tr>
<td>Naturalist</td>
<td>ISD/OE</td>
<td>Daniel Hulburt</td>
<td>08/29/2017</td>
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<tr>
<td>Administrator, Strategy &amp; Communications</td>
<td>SUPT</td>
<td>Patricia Love</td>
<td>09/01/2017</td>
</tr>
<tr>
<td>Manager, Facilities Services</td>
<td>BSD/FAC</td>
<td>Raul Cruz</td>
<td>09/01/2017</td>
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<tr>
<td>Manager, State Preschool Program</td>
<td>ISD/ESS</td>
<td>Sheryl Chan</td>
<td>09/05/2017</td>
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## EMPLOYEES RECALLED FROM LAYOFF

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<th>DIV. / DEPT.</th>
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<tr>
<td>Paraeducator, Special Education</td>
<td>SSD/SPED</td>
<td>Jason Goodwin</td>
<td>07/01/2017</td>
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<td>Paraeducator, Special Education</td>
<td>SSD/SPED</td>
<td>Alma Jover</td>
<td>07/01/2017</td>
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<tr>
<td>Paraeducator, Special Education</td>
<td>SSD/SPED</td>
<td>Nessie Sta Maria</td>
<td>07/01/2017</td>
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## NEW EMPLOYEES - SUBSTITUTE

None to report.

## SEPARATIONS

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<tr>
<td>Paraeducator, Special Education</td>
<td>SSD/SPED</td>
<td>Miriam Grande Santillana</td>
<td>Resignation</td>
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<tr>
<td>Manager, Payroll-Districts</td>
<td>BSD/DBS</td>
<td>Suzette Burns</td>
<td>Resignation</td>
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<tr>
<td>Manager, State Preschool Program</td>
<td>ISD/ESS</td>
<td>Maryanne Patterson</td>
<td>Retirement</td>
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</table>
Forward to the Board:

Anne E. Campbell  
County Superintendent of Schools
Joint Resolution No. 17-37
San Mateo County Board of Education
and
San Mateo County Superintendent of Schools
State of California

Endorsing October 2017 as RESPECT! 24/7 Month in San Mateo County

Whereas, the San Mateo County Board of Education, County Superintendent of Schools, and staff at the San Mateo County Office of Education believe all students are entitled to safe, orderly, caring, and equitable learning environments that promote academic success, school connectedness, and meaningful participation for all students; and

Whereas, children and adolescents who are subjected to bullying, teasing, and other threats are at risk of experiencing long-term damage to their mental health, self-esteem, and academic success; and

Whereas, fostering more positive school climates can lead to decreases in absenteeism, suspensions, substance abuse, and bullying and increases in student academic achievement, motivation to learn, and psychological well-being; and

Whereas, this year's RESPECT! 24/7 theme will be "Trauma-Informed Schools: Cultivating Resilience." Schools that implement a trauma informed approach train staff to mitigate the social and academic impacts of repeated exposure to violence at home or in the community and helps students develop coping strategies and strengthen resilience. Teachers and staff also learn how their responses to behavior may unknowingly contribute to combative interactions with traumatized youth.

Whereas, RESPECT! 24/7 encourages schools and districts to host their own associated events and activities to help raise awareness of these topics in their local communities;

Now, Therefore Be It Resolved that the San Mateo County Board of Education and the San Mateo County Superintendent of Schools designate October 2017 as RESPECT! 24/7 month in San Mateo County.

SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS
SAN MATEO COUNTY
BOARD OF EDUCATION

Passed and Adopted on this
Twenty-first Day of September 2017
Joint Resolution No. 17-38  
San Mateo County Board of Education  
and  
San Mateo County Superintendent of Schools  
State of California  

Honoring Christine L. Villanis on Her Retirement

Whereas, Christine Villanis has worked with the San Mateo County Probation Department since 1998 and most recently as the Deputy Chief Probation Officer of the Juvenile Services Division; and

Whereas, Ms. Villanis has combined her experience as both a police officer and a social worker to serve the youth of San Mateo County understanding the needs of the County’s most at-risk youth for compassion and understanding as well as for structure and discipline; and

Whereas, Ms. Villanis and the County Probation Department have partnered closely with the San Mateo County Office of Education on the court and community school programs as well as with schools throughout the county, most prominently on the development of the Big Five, the Safe and Supportive Schools initiative and RESPECT! 24/7; and

Whereas, Ms. Villanis is a valued member of the San Mateo County community who truly cares about the youth and communities with whom she works and who is widely regarded for her professionalism and dedication to making a difference; and

Whereas, Ms. Villanis will retire effective October 4, 2017;

Now, Therefore, Be It Resolved that the San Mateo County Board of Education and the San Mateo County Superintendent of Schools congratulate Christine Villanis on her almost 20 years of service to the County of San Mateo and wish her a happy and fulfilling retirement.

SAN MATEO COUNTY  
SUPERINTENDENT OF SCHOOLS  

SAN MATEO COUNTY  
BOARD OF EDUCATION

Passed and Adopted on this  
Twenty-first day of September 2017  

__________________________________________  
President
September 13, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Nancy Magee, Associate Superintendent
Student Services Division

Subject: Public Hearing and Adoption of Resolution No. 17-39
Sufficiency of Textbooks and/or Instructional Materials

Education Code §60119 requires that the Governing Board of each school district hold a public hearing at which it will make a determination, by resolution, whether each pupil in each school has sufficient textbooks and/or instructional materials that are aligned to the content standards adopted under Education Code §60605 and consistent with the content and cycles of the curriculum framework adopted by the State Board of Education in English/language arts, including English language development, math, science, and history-social science. This requirement applies to the County Board of Education regarding instructional programs operated by the County Superintendent of Schools.

This requirement has been met in the Special Education and Court and Community Schools programs.

It is recommended, therefore, that the County Board:

1. hold a public hearing to receive input from parents, teachers, members of the public or bargaining unit leaders concerning this matter; and

2. after closing the public hearing, adopt Resolution No. 17-39 assuring that each pupil in each program has access to sufficient textbooks and/or instructional materials in those subjects that are consistent with the state standards and the content and cycles of the curriculum framework adopted by the State Board of Education.

Approved and Recommended to the Board:

Anne E. Campbell, County Superintendent of Schools
RESOLUTION NO. 17-39
SAN MATEO COUNTY BOARD OF EDUCATION
STATE OF CALIFORNIA

RESOLUTION ASSURING COMPLIANCE WITH
EDUCATION CODE SECTION 60119

Whereas, the Governing Board of the San Mateo County Office of Education, in order to comply with the requirements of Education Code 60119, held a public hearing on September 21, 2017, at 7:00 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours; and

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the County stating the time, place, and purpose of the hearing; and

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing; and

Whereas, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the San Mateo County Office of Education; and

Whereas, the definition of “sufficient textbooks or instructional materials” means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials to use in class and to take home. The materials may be in a digital format as long as each pupil, at a minimum, has and can access the same materials in the class and to take home, as all other pupils in the same class or course in the San Mateo County Office of Education and has the ability to use and access them at home. Such materials shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage; and

Whereas, between the 2008-2009 through the 2017-2018 fiscal years, the definition of “sufficient textbooks or instructional materials” also means that all students who are enrolled in the same course within the San Mateo County Office of Education have standards-aligned textbooks or instructional materials from the same adoption cycle; and

Whereas, sufficient textbooks or instructional materials were provided to each student, including each English learner, that align to the academic content standards and are consistent with the cycles and content of the curriculum frameworks in the following subjects:

Kindergarten through Eighth Grade Programs:
Math – Scott Foresman
Science – Harcourt School Publishers
History/Social Science – Harcourt School Publishers
English/Language Arts – Houghton Mifflin and Prentice Hall
English Language Development – Hampton Brown
Ninth through Twelfth Grade Programs:
Math – Prentice Hall
Science – Prentice Hall
History/Social Science – Prentice Hall
English/Language Arts – Prentice Hall/Character Based Literacy
English Language Development – Hampton Brown

Now, therefore, be it resolved: that Resolution 17-39 shall serve as assurance to the Superintendent of Public Instruction that the San Mateo County Superintendent of Schools has complied with the requirements of Education Code Section 60119 and that each pupil has access to sufficient textbooks and/or instructional materials in each subject that are consistent with the state's content standards adopted pursuant to Education Code Section 60605 and with the content and cycles of the curriculum framework adopted by the State Board of Education.

SAN MATEO COUNTY BOARD OF EDUCATION

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President

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September 13, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Nancy Magee, Associate Superintendent

Student Services Division

Subject: Report on Personalized Learning

The Court and Community Schools program is now into its second year of the Personalized Learning pilot and continues to deepen SMCOE’s partnership with Summit Charter School. Site administrators and nine teachers are currently participating.

Associate Superintendent Nancy Magee and representative members of the Personalized Learning Team will be present at the Board Meeting on September 21, 2017, to share a report on the continuing implementation of this innovative instructional model.

Forward to the Board:

Anne E. Campbell, County Superintendent of Schools
September 13, 2017

To: Anne E. Campbell, County Superintendent of Schools
From: Nancy Magee, Associate Superintendent
Student Services Division
Subject: Report on Attendance Awareness and Ongoing Projects to Support Improved Attendance

I will be present at the Board meeting on September 21, 2017, to report on tools and resources provided to San Mateo County school districts as part of Attendance Awareness Month and to share more about the ongoing work as a result of Attendance Matters, the joint research study of the San Mateo County Office of Education and the Harvard Kennedy School. Jeneé Littrell, Administrator, Safe and Supportive Schools, will also be present to share information about goals of the countywide Student Attendance Review Board (SARB).

Forward to the Board:

Anne E. Campbell, County Superintendent of Schools
September 13, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Nancy Magee, Associate Superintendent, Student Services

Subject: Approval of Student/School Safety Programs that May Include Social Media Information (Education Code 49073.6)

In response to various efforts by school districts to monitor student use of social media, the California legislature passed Education Code 49073.6. Under this statute, educational agencies must first notify students and parents of the proposal to collect information from social media sources regarding students and give the public an opportunity to comment on the proposal at a regularly scheduled meeting of the educational agency’s governing board. Notice and public comment at a board meeting are prerequisites to school staff’s ability to collect and use student information gathered from any non-educational social media source.

The Coalition for Safe Schools and Communities has just launched two important protocols: the Suicide Prevention Toolkit and the Student Threat Assessment Protocol. These protocols include the ability of a school staff to monitor student social media in response to a school or student safety concern. In fact, the educational agency may only collect information available through social media that is directly related to school or student safety.

The San Mateo County Office of Education Student Services Division asks for Board approval of the following plan intended to further enable staff’s ability to establish and maintain a safe and supportive school climate.

Education Code 49073.6 and SMCOE Student Programs

Notification:
Students and parents/guardians were notified of Education Code 49073.6 in the annual parental notifications. Additionally, SMCOE families received notification under separate cover explaining this new addition to the safety plan and were notified of the opportunity to provide public comment at the September 21, 2017, Board meeting.

Safety Plan:
School staff may gather or monitor publicly available student social media content to ensure student and school safety, including but not limited to cyberbullying prevention, the student threat assessment protocol, and the suicide prevention toolkit.
Assurances:
School staff may gather or maintain only information that pertains directly to school or student safety. Staff in charge of maintaining pupil records must destroy information gathered from social media and maintained in district records within one year after a pupil turns 18 years of age or within one year after the pupil is no longer enrolled in the county office of education student program.

I will be present at the Board meeting on September 21, 2017, to answer any questions that the Board may have.

Approved and Recommended to the Board:

Anne E. Campbell, County Superintendent of Schools
The Joint Resolution No. 17-40
San Mateo County Board of Education
and
San Mateo County Superintendent of Schools
State of California

Supporting Those Negatively Impacted by the President’s Decision to Rescind the Deferred Action for Childhood Arrivals (DACA) Program

Whereas, the San Mateo County Board of Education (County Board) and the San Mateo County Superintendent of Schools (County Superintendent) are committed to fostering an environment in which all students are able to learn and excel, regardless of their place of birth or their parents’ national origin; and

Whereas, education is essential to all individuals’ ability to advance and thrive in our society and the United States Supreme Court has held, in Plyler v. Doe, 457 U.S. 202 (1982), that local school districts have a constitutional mandate to educate all students residing within their jurisdictional boundaries, whatever the students’ immigration status; and

Whereas, the Deferred Action for Childhood Arrivals (DACA) program provides protection from deportation for eligible immigrant youth and young adults who came to the United States as children and provides them with the opportunity to continue their education and to obtain a work permit; and

Whereas, DACA has provided thousands of youth and young adults in San Mateo County with the opportunity to pursue a college education and to be gainfully employed; and

Whereas, President Trump’s recent decision to rescind DACA has generated great fear and confusion among many San Mateo County students and their families; and

Whereas, fear and the related stress about the future of the DACA program and its impact on immigration enforcement and policy can have a significant negative impact on student attendance and performance in school; and

Whereas, the County Board and the County Superintendent are committed to supporting all students and families, regardless of their immigration status.

Now, Therefore, Be It Resolved that the County Board and County Superintendent will continue to support children, youth, young adults and their families who may be impacted by President Trump’s decision to rescind DACA.
Be It Further Resolved that the County Board and County Superintendent restate their policies concerning the provision of information about students who participate in San Mateo County Office of Education (SMCOE) programs, including:

SMCOE will not collect information regarding student and family immigration status when enrolling students in SMCOE programs; and

SMCOE will not release information regarding immigration status or related matters contained in a student’s records to federal agencies or other authorities enforcing immigration laws without the permission of the student’s parent or guardian or pursuant to a judicial warrant, subpoena, court order, or as otherwise required by law.

Be It Further Resolved that the County Board and the County Superintendent will work closely with other local government agencies and community groups to ensure that all students and families, including those who are undocumented, are able to receive a public education in a safe and supportive environment.

Be It Further Resolved that the San Mateo County Board of Education and the San Mateo County Superintendent of Schools urge the United States Congress to adopt legislation that extends the DACA program and provides students with a pathway to citizenship, thus enabling them to continue to participate fully in life in the United States, a country that prides itself on its immigrant heritage.

SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS

Passed and Adopted on this
Twenty-first day of September 2017

SAN MATEO COUNTY
BOARD OF EDUCATION

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President

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