AGENDA

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. INTRODUCTION OF NEW STAFF
   a. Sheryl Chan, Manager, State Preschool Program, Early Learning Support Services (ESS), Instructional Services Division
   b. Jennifer Chan, Manager, District Business Services, Business Services Division
   c. Raul Cruz, Manager, Facilities Services, Business Services Division
   d. Pinky Mukhi, Coordinator, Information Systems, Business Services Division

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

5. APPROVAL OF MINUTES OF SEPTEMBER 21, 2017, REGULAR MEETING

6. 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. Joint Resolution No. 17-41 Recognizing the Week of the School Administrator
   b. Resolution No. 17-42 Establishing the Actual 2016-2017 and Estimated 2017-2018 Appropriations Limitation (Gann Limits)

7. BUSINESS SERVICES
   a. Receive Unaudited Actuals
8. INSTRUCTIONAL SERVICES
   a. Ratify Submission of Project: Get Healthy San Mateo County: A Living Schoolyard at Every School

9. STUDENT SERVICES
   a. Receive Report on RESPECT! 24/7
   b. Ratify Submission of Project: Get Healthy San Mateo County Grant: Building Capacity in Restorative Practices

10. OFFICE OF THE SUPERINTENDENT
    a. Superintendent's Comments

11. BOARD MEMBERS
    a. Discuss/Act on Legislation
    b. Review Investment Policy (BP 3430)
    c. Board Member Comments

12. ADJOURNMENT

NEXT REGULAR MEETING: OCTOBER 18, 2017

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- 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 online at www.smcoe.org/agendas or in the Superintendent’s Office (802-5552).
1. CALL TO ORDER

The October 4, 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?

As you can see, Superintendent Campbell is not in her customary seat at the board table because she is out of town. We welcome Deputy Superintendent Porterfield who is representing Superintendent Campbell this evening.

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 Board Secretary Serpa-Garcia who 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. INTRODUCTION OF NEW STAFF

Deputy Superintendent Dr. Gary Waddell will introduce a new member of the Instructional Services Division. [Presenter: Gary Waddell]

a. Sheryl Chan, Manager, State Preschool Program, Early Learning Support Services (ESS), Instructional Services Division

Deputy Superintendent Denise Porterfield will introduce three new members of the Business Services Division. [Presenter: Denise Porterfield]

b. Jennifer Chan, Manager, District Business Services, Business Services Division
c. Raul Cruz, Manager, Facilities Services, Business Services Division
d. Pinky Mukhi, Coordinator, Information Systems, Business Services Division
4. **PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS**

[NOTE: Ask Board Secretary Serpa-Garcia 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.

5. **APPROVAL OF MINUTES OF SEPTEMBER 21, 2017, REGULAR MEETING**

Is there a motion to approve the minutes of the September 21, 2017, regular meeting as presented?

6. **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. Joint Resolution No. 17-41 Recognizing the Week of the School Administrator
   b. Resolution No. 17-42 Establishing the Actual 2016-2017 and Estimated 2017-2018 Appropriations Limitation (Gann Limits)

7. **BUSINESS SERVICES**

   a. Receive Unaudited Actuals

   *Deputy Superintendent Denise Porterfield will present the Unaudited Actuals Summary.*
   *[Presenter: Denise Porterfield]*

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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).
8. INSTRUCTIONAL SERVICES
   a. Ratify Submission of Project: Get Healthy San Mateo County: A Living Schoolyard at Every School

       *Deputy Superintendent Dr. Gary Waddell will provide information on a project brought forward for Board consideration. [Presenter: Gary Waddell]*

       [After Presentation and any questions] Is there a motion to ratify Project: Get Healthy San Mateo County: A Living Schoolyard at Every School?

9. STUDENT SERVICES
   a. Receive Report on RESPECT! 24/7

       *Associate Superintendent Nancy Magee will provide a report on RESPECT! 24/7. [Presenter: Nancy Magee]*

   b. Ratify Submission of Project: Get Healthy San Mateo County Grant: Building Capacity in Restorative Practices

       *Associate Superintendent Nancy Magee will provide information on a project brought forward for Board consideration. [Presenter: Nancy Magee]*

       [After Presentation and any questions] Is there a motion to ratify Project: Get Healthy San Mateo County Grant: Building Capacity in Restorative Practices?

10. OFFICE OF THE SUPERINTENDENT
    a. Superintendent's Comments

       *Deputy Superintendent Porterfield will make comments.*

11. BOARD MEMBERS
    a. Discuss/Act on Legislation

       *Legislation is placed on the agenda of each meeting at the Board’s request to provide opportunity for discussion and/or action. Is there any legislation to discuss?*

- 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. Review Investment Policy (BP 3430)

Board Policy 3430 states that the Board shall review its investment policy annually at a public meeting. No changes are recommended at this time. Deputy Superintendent Denise Porterfield is available to answer any questions the Board may have. [Presenter: Denise Porterfield] [Are there any comments or questions from the Board?]

c. Board Member Comments

Board members will comment.

12. ADJOURNMENT

The next Regular Meeting will take place on October 18, 2017.

Board Docs training will begin at 6:00 p.m. in the Corte Madera Conference room. Please remember to bring your SMCOE provided laptop or iPad for the training.

NEXT REGULAR MEETING: OCTOBER 18, 2017
MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: September 21, 2017

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

Board Members Present: Susan Alvaro, Hector Camacho, Jr.,
Jim Cannon, Beverly Gerard (arrived 7:06
p.m.), Rod Hsiao, Ted Lempert, Joe Ross

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

Other Staff Present: Marco Chavez, Franklin Felizardo,
Trevor Leach, Patricia Love, Nancy Magee,
Lori Musso, Larry Oshodi,
Denise Porterfield, George Rehmet

1. CALL TO ORDER

Board President Joe Ross called the meeting to order at 7:02 p.m.

2. APPROVAL OF AGENDA

After a motion by Ms. Alvaro and a second by Mr. Hsiao, the Board approved, by a vote of six in
favor (Alvaro, Camacho, Cannon, Hsiao, Lempert and Ross), none opposed and one absent
(Gerard) the September 21, 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. **ANNOUNCEMENT OF INTENT REGARDING APPOINTMENT TO THE PERSONNEL COMMISSION**

Mr. Ross reported the term of Mrs. Olga Hoja, the Board’s representative on the Personnel Commission, will expire on December 1, 2017. The appointment procedure requires the Board to publicly announce the name of the person it intends to appoint or reappoint on or around September 30. Following this announcement, after thirty days and within forty-five days, the Board shall hold a public hearing to provide an opportunity for public input. At that time the Board may make its appointment.

After discussion by the Board, the Board chose to reappoint Mrs. Hoja, noting that she has agreed to accept reappointment for a three-year term that will run through November 30, 2020. Ms. Alvaro commended Mrs. Hoja for her service and thanked her for the many years she has served on behalf of the Board.

Board Member Alvaro requested the Board discuss a process that could be put in place for future Personnel Commission Candidates who might wish to represent the Board. After further discussion, Board consensus was to agendize discussion of a Board protocol at a future meeting.

4. **EMPLOYEE OF THE MONTH**

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

Board President Ross recognized the September 2017 Employee of the Month, Dave Eldon, Facilities Services Assistant, Facilities Services, Business Services Division. Mr. Ross congratulated Mr. Eldon on behalf of the Board and presented him with a clock and a check.

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/Teacher and Administrator Development Lori Musso, said she was pleased to introduce Larry Oshodi, Director, Human Resources and Teacher/Administrator Development, Induction and Retention, Human Resources, Office of the Superintendent. Ms. Musso said Mr. Oshodi has 20 years of experience in education as a teacher, department chair, technology coordinator, assistant principal and a high school principal. She said Mr. Oshodi most recently worked as Principal of Heritage High School in Brentwood, California. Ms. Musso said under his leadership Heritage High School developed into a school known for its rigorous academic climate and inclusive sense of community. She said Mr. Oshodi developed a reputation as a strong leader, a caring advocate and a man of deep integrity. Associate Superintendent Musso noted Mr. Oshodi is a two-time recipient of Association of California School Administrators (ACSA) awards for both Secondary Principal
INTRODUCTION OF NEW STAFF (continued)

of the Year and Co-Administrator of the year.

Associate Superintendent Musso said Mr. Oshodi had a strong business background prior to entering education with management, accounting, auditing and negotiations. She said his broad background, strong communication style and expertise in both management and teacher/administrator development make him the perfect fit as the Human Resources Director. She then asked Mr. Oshodi to say a few words.

Mr. Oshodi said he was pleased to join the team and appreciated the introduction. He reiterated that he spent the first part of his professional career in corporate management and the past 20 years in education. Mr. Oshodi said the new funding and accountability realities in California have necessitated a closer and more positive working relationship between Human Resources and Business Division as well as the Instructional and Student Services Divisions. He said his past experiences will benefit the organization in its endeavor to bring the divisions together. Mr. Oshodi said he will work with stakeholders and districts throughout the County to provide resources leading to vibrant and cohesive professional learning communities across San Mateo County.

Mr. Oshodi said throughout his career he has had the good fortune of being in the right place at the right time with like-minded people that have vision and passion to impact the lives of young people and adults. He thanked Superintendent Campbell, Associate Superintendent Musso and the entire staff for the incredibly warm welcome he has received and looks forward to the work that will benefit students, staff and families in San Mateo County.

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

After a motion by Ms. Gerard and a second by Ms. Alvaro, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Minutes of the September 6, 2017, Regular Meeting as presented.

8. **CONSENT AGENDA**

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

After a motion by Ms. Alvaro and a second by Ms. Gerard, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), the Consent Agenda.
6. **PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS**

There were no persons wishing to address the Board.

9. **STUDENT SERVICES**

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

     Board President Ross opened the public hearing concerning the Sufficiency of Textbooks and/or Instructional Materials. Hearing no public comment, Mr. Ross declared the hearing closed.

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

     After a motion by Mr. Camacho and a second by Mr. Lempert, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), Resolution No. 17-39 Assuring Compliance with Education Code 60119 – Sufficiency of Textbooks and/or Instructional Materials.

   c. **Receive Report on Personalized Learning**

     Associate Superintendent Nancy Magee reported the Personalized Learning Platform (PLP) is being piloted in the Court and Community Schools Programs. She acknowledged Court Schools Principal Sibane Parcels, who has taken on the leadership of this year's work. Ms. Magee also acknowledged Court School teachers Trevor Leach and George Rehmet.

     Associate Superintendent Magee said this work is important and involves persistence, an environment for success, creativity, reflection and initiative to get staff started in the learning process.

     Ms. Magee said Summit Charter School is an interesting model in changing the instructional mindset with a mission of sharing their instructional learning process with as many people as possible. She said because they have strong partners they are able to provide material, training, and professional development at no cost to any school or system that wants to try this program. Ms. Magee said the program is challenging to teachers, students and parents, but Summit believes the challenges can be overcome if teachers and students are willing to shed old assumptions, comfortable routines, and accept the aggravations to try something new.

     Associate Superintendent Magee said this work begins with the teachers and their work to understand the depth that PLP offers and then try and engage the students by becoming their coach. Teachers coach students with personal goals, helping them set goals, providing personal feedback and providing motivation and inspiration to keep trying and keep going.
STUDENT SERVICES (continued)

Associate Superintendent Magee reported in 2016-2017 there were five teachers at San Mateo County Office of Education (SMCOE) school sites, who attended the Summit Charter Learning Model training and piloted the program, one full-time support teacher (Treavor Leach) and 100 Chrome Books across the program. In the 2017-2018 school year there are nine teachers who have been trained and are piloting at different levels, .2 full-time equivalent (FTE) support teacher, and now 125 Chrome Books. Ms. Magee then introduced Mr. Leach and Mr. Rehmet to talk about their work in the classrooms.

Mr. Leach said he has three different levels of enrollment courses, for seventh and eighth grades, nine and tenth grades, and eleventh and twelfth grades. He said they all engage the same curriculum on a grade appropriate level with an individualized and personalized approach. Every day the day begins with a check in and then SMART (Specific, Measurable, Achievable, Realistic and Timely) goals are set. Mr. Leach said goals are set for daily, weekly, monthly, quarterly, for the semester, etc. Mr. Leach talked about focus and content areas students can use to assist with their competence and mastery of each subject. This allows the teacher and student to move at a proper pace. Mr. Leach then talked about rigor and goals and the content and textbooks used to get a more personalized, interesting and engaging content of study.

Mr. Leach then said on Tuesdays he supports teachers and students at multiple sites within the Court and Community Schools Programs.

Mr. Rehmet said he currently works at Canyon Oaks School, which includes students from sixth through twelfth grades, all with Individual Education Plans (IEPs) with reading and math scores that range from third grade through college level. He said this means helping these students work at their own pace in line with their individual disabilities, commenting PLP has helped out immensely. Mr. Rehmet said the challenges these students will face during their lifetime are overwhelming, so helping them master the Habits of Success, grit, problem solving, communication skills, and making decisions will help them.

Mr. Rehmet said the learning tools he appreciates for his group of students include: note taking, which will help them learn and demonstrate they know their materials, YouTube Videos, reading, PowerPoints, career objectives, and focusing on Habits of Success. His current weaknesses of PLP include: the fact he is still new at the PLP teaching process, because it requires adaptation of curriculum, and the different feel of no longer standing in front of the class, but rather being a coach.

Associate Superintendent Magee, Mr. Leach and Mr. Rehmet then answered questions from the Board.

Associate Superintendent Magee acknowledged Deputy Superintendent Denise Porterfield and the Information Technology Services (ITS) staff for their support of this project.
STUDENT SERVICES (continued)

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

Associate Superintendent Magee said she would review the history of SMCOE’s leadership of attendance awareness in San Mateo County as well as what the Student Services Division is doing to be attentive and proactive to help children not get to chronic absenteeism.

Ms. Magee reminded the Board that Hedy Chang, Executive Director, Attendance Works, began her work in California in 2012 and also began the annual Attendance Awareness observations. Ms. Magee said as a result of the four pillars of The Big Lift: preschool; Inspiring Summers; family engagement; and attendance; attendance was essential to school improvement. She said in 2013 Hedy Chang spoke at an Attendance Matters convening in San Mateo County hosted by SMCOE, which began its Attendance Awareness Month each September. Associate Superintendent Magee acknowledged Administrator for Board/Superintendent Support and Community Relations Marco Chávez, and Administrator for Strategy and Communications Patricia Love, for continuing the district-wide Attendance Awareness Month activities in San Mateo County.

Associate Superintendent Magee reminded the Board the original goal for The Big Lift was to reduce chronic absenteeism by 50% by 2020. She said ninth grade attendance predicts graduation for students of all economic backgrounds, the more days missed the greater chance a student won’t graduate.

Associate Superintendent Magee reviewed the work of the Attendance Matters study that took place during 2015-2016 with Harvard Graduate School of Education (Harvard Kennedy School), noting the study showed the low-cost, scalable response to absenteeism, reduced the issue by eight percent, but for those who were chronically absent, sending a postcard reduced absenteeism by 15%. Ms. Magee commented the Attendance Matters study resulted in some San Mateo County School Districts using In Class Today, a platform for improved student attendance outcomes by implementing proven, scalable, and high return-on-investment absence-reduction interventions that empower families. This platform replicates the Harvard model.

Associate Superintendent Magee then introduced Administrator, Safe and Supportive Schools/Student Services Jeneé Littrell, who talked about what attendance is masking when students are not coming to school.

Ms. Littrell said she would talk about work being done to support school districts as they support families and students in attending school. Ms. Littrell said the safety net support for schools includes: emergency response; mental health; suicide prevention; threat assessment; and Commercial Sexual Exploitation of Children (CSEC) human trafficking. Ms. Littrell said her experience has shown students who are being trafficked do not attend school each day and attendance in school can change this dynamic for those students.

Ms. Littrell said the San Mateo County Student Attendance Review Board (SARB) works
differently with the Court System than most SARBs work. Not to be punitive in the way students and families are addressed, but to have a proactive way to support and hold them accountable. Ms. Littrell said districts are being encouraged to hold SARB meetings and have resources to assist in elevating a case because the student is still not in school. She said a Multi-Disciplinary Workgroup has been established including representatives from: the Juvenile District Attorney’s office; County Counsel’s office; School Board Members; PTA; Probation Office; Sheriff’s Office; Child and Family Services; and SMCOE. Ms. Littrell said the group wanted to enforce Education Code § 48321, which provides for SARBs at the local and county level to create a safety net for students with persistent attendance or behavior problems.

Ms. Littrell said San Mateo County is fortunate to have other counties close, willing to share their best practices. The Multi-Disciplinary Workgroup visited Contra Costa County to see how they engage students and families in helping keep students in school. She said Contra Costa County shared how they engage families to accept local services and interventions and have a 90%+ success rate keeping at-risk students in school. Ms. Littrell said the more we do to support districts and schools, and have a way for their cases to move forward, the more we are able to protect all students across San Mateo County.

Ms. Littrell reported SMCOE has:
- Updated its SARB packet to collect all attendance and interventions
- Visited Contra Costa County to observe their successful SABR Court Program
- Working on developing the San Mateo County Court Program as a dual system
  - For students 13 and older
  - For students under 13
- Working to leverage the influence of the Court as services are offered to families

Associate Superintendent Magee and Ms. Littrell then answered questions from the Board.

Board Member Cannon requested an update on progress being made on human trafficking.

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

Associate Superintendent Magee said as part of the safety network for students a Threat Assessment protocol has been established to protect students from threats of violence. She said school districts have now been provided with tools to use for assessment of threats. Ms. Magee said in today’s times much of these threats come through social media and school administrators need additional tools and policies in order to act on behalf of ensuring all student’s safety. She then asked Lead Deputy County Counsel Claire Cunningham to talk about a new Education Code put in place for Student/School Safety.

Lead Deputy County Counsel Cunningham said about one year ago the Legislature passed a new provision of the Education Code that restricts Local Education Agencies (LEAs) ability to
gather and maintain publicly available student social media information. She said this only refers to information that is publically available.

Counsel Cunningham said this was done because there was a district in Southern California that had a number of suicides and in an effort to deal with that and prevent further suicides from occurring the district contracted with a provider to just do searches of various terms that they thought would indicate an intention to do self-harm. They used this information to identify students who could benefit from interventions and services. She said coming from a good place, with no intent to spy on students, parents felt this was an unwarranted intrusion on their student’s privacy and caused such discord it ended up in Legislation.

Counsel Cunningham said the only way school district’s staff are authorized to look at publically available student social media is to have this come before the Board to give students parents/guardians notification of Education Code 49073.6 in the annual parental notifications. Additionally, SM COE 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.

Counsel Cunningham said the School Safety Plan states 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. She said even after parents are invited to come forward to express their comments this is only in connection with student safety or school safety issues and only to search publicly available social media.

Associate Superintendent Magee said letters were sent home to all SMCOE parents, in their own language, explaining the new Education Code and that this topic would be on the September 21, 2017, Board Meeting agenda.

Counsel Cunningham then answered questions from the Board.

After a motion by Mr. Hsiao and a second by Ms. Gerard, the Board unanimously approved, (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), Student/School Safety Programs that May Include Social Media Information (Education Code 49073.6).

OFFICE OF THE SUPERINTENDENT

a. Superintendent's Comments

Superintendent Campbell said she wanted to acknowledge and thank Board Member Gerard for her excellent work on the recent California County Boards of Education (CCBE) Conference that was held in Monterey September 8-10, 2017. She said she learned a tremendous amount from the two sessions she attended and enjoyed the good company at the conference and the
Saturday evening dinner.

Board Member Gerard acknowledged Board Member Camacho who was also on the CCBE Conference Committee.

Superintendent Campbell reported she attended the San Mateo County Board of Supervisor’s meeting on Tuesday, September 12, 2017, and was presented with a Resolution from the Board of Supervisors declaring September 2017 as Attendance Awareness Month.

Superintendent Campbell thanked Board Member Hsiao for attending the Environmental Education Advisory Committee meeting. She said this meeting was facilitated by Andra Yeghoian, Environmental Education Coordinator, STEM Center, Instructional Services Division. Ms. Campbell recalled the Board Meeting when Ms. Yeghoian was introduced and made a presentation of her vision for Environmental Education moving forward and said she did an expanded version of that report for the advisory committee. Superintendent Campbell said the attendees were very engaged in thinking about specifically how to begin to move that work forward. She said this was a great session and commented Ms. Yeghoian will have these meetings quarterly.

Ms. Campbell thanked Board Member Lempert for highlighting his organization’s launch of The Children’s Movement of California at The Big Lift Quarterly meeting. She said there was also a presentation by Sales Force, as well as a talk given by Professor Sean Reardon, Stanford Graduate School of Education, who briefed the group about the relationship between a student’s economic demographic factors and school achievement. She said Professor Reardon has done a research project where he and his graduate students have taken all of the standardized test scores over a period of years for third through eighth graders in all 50 states, calibrated them according to the National Assessment of Educational Progress test so they have a commonality and then compared them, demonstrating that academic achievement directly correlates with where students live and where there is poverty. Professor Reardon demonstrated this information for San Mateo County, as well as for California compared to Texas, which significantly outperforms California.

Superintendent Campbell said information was located at the Board’s places regarding individual Board Member visits to local district board meetings. Ms. Campbell said most appointments for Board Member visits have now been confirmed and additional information for each Board Member will be given prior to their visits. She drew the Board’s attention to talking points that will give each Board Member an idea of how to discuss the role of a County Board Member, the various functions of the County Board, and what SMCOE is doing with its Strategic Plan. Ms. Campbell said a staff member would attend each district board meeting with each County Board Member.

Superintendent Campbell wished Board Vice President Alvaro a belated happy birthday that she celebrated on September 14th.
OFFICE OF THE SUPERINTENDENT (continued)

Superintendent Campbell wished Counsel Cunningham a belated happy birthday that she also celebrated on September 14th.

Superintendent Campbell respectfully requested the Board consider adjourning its meeting in memory of Marian Olson, Kris Cannon’s mother and Board Member Cannon’s Mother-in-Law, who recently passed away at the age of 106 years young.

12. BOARD MEMBERS

   a. Discuss/Act on Legislation

There was no legislation to discuss.

   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 recalled Joint Resolution No. 17-3 adopted by the Board and the Superintendent setting forth Principles in Support of Undocumented Students and Families. She said Resolution No. 17-40 is connected to that effort and in response to the announcement earlier in September of the President’s decision to rescind the Deferred Action for Childhood Arrivals (DACA) Program. Counsel Cunningham commented the text of the Joint Resolution reiterates the County Office’s support for those students and discusses the negative impact that decision would have on those students and the community at-large, and reaffirms the statements made in the earlier resolution about how the County Office of Education will not collect information regarding immigration status when enrolling students. In addition, the County Office of Education will not release information regarding immigration status to federal agencies or authorities that are enforcing immigration laws without parental permission or pursuant to a judicial warrant or court order. Counsel Cunningham noted Resolution No. 17-40 also urges the U.S. Congress to adopt legislation that would extend the DACA Program.

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

Mr. Cannon

Mr. Cannon expressed his appreciation for the acknowledgement of Kris’ mother, and said her passing was very peaceful.
BOARD MEMBERS (continued)

Mr. Cannon reported he attended the SMCSBA/CSBA Road Show Dinner Meeting that took place on September 18th at Skyline College. He said the meeting was a nice start to the year.

Mr. Cannon said the State Representatives and the California School Boards Association (CSBA) did a nice job presenting the CSBA program.

Mr. Cannon acknowledged and thanked staff for the presentations made during the meeting and said these student programs make the County Board a traditional school board and he welcomes hearing about everything that is being done for these at-risk students, and appreciates the Board’s expectations for that work.

Mr. Camacho

Mr. Camacho thanked the staff for the presentations regarding the work being done in the Students Services Division.

Mr. Camacho reported he attended the SMCSBA Dinner Meeting and said he is pleased the Bay Area will have two local Regional Representatives that will focus on advancing education policy with a priority of increasing state funding for education. Mr. Camacho said representatives will also help district and county board members learn how to engage their legislators in that conversation. He said SMCSBA will host its first Legislator Forum on October 28, 2017. He announced State Senators Jerry Hill and Scott Weiner and Assemblymember Kevin Mullin will attend this meeting as well as representatives from Assemblymembers Marc Berman and Phil Ting’s offices and encouraged his colleagues to attend if they are able. Mr. Camacho said it is the intent that the Legislators will have a clear understanding of the needs in San Mateo County.

Ms. Alvaro

Ms. Alvaro announced she will attend the SMCSBA Legislator Forum and said she looks forward to the event.

Ms. Alvaro wished Counsel Cunningham a belated happy birthday.

Ms. Alvaro thanked her for bring Resolution No. 17-40 before the Board and said it is the right thing for the Board to do.

Ms. Alvaro announced she would attend the Career Technical Education Partnership Meeting on Wednesday, October 4, 2017, beginning at 4:00 p.m.

Ms. Alvaro said the Lady Washington and the Hawaiian Chieftain Tall Ships will be at Pillar Point in Half Moon Bay from October 18-30, 2017, and commented this is a great attraction for children to experience.
Ms. Gerard

Ms. Gerard reported she attended the California County Boards of Education (CCBE) Conference and said she enjoyed the comradery with her colleagues and Superintendent Campbell. Ms. Gerard thought there was a lot of useful information presented at the sessions as well as networking and thanked her colleagues who were able to attend the CCBE Conference.

Ms. Gerard announced the CSBA Conference will take place in San Diego November 30 through December 2, 2017, and commented officers will be elected during that conference.

Ms. Gerard thanked Superintendent Campbell for putting together the speaking points that can be used for the Board visits to the districts.

Ms. Gerard wished Board Member Alvaro and Counsel Cunningham a belated happy birthday.

Ms. Gerard echoed Mr. Cannon’s comments about the SMCSBA Dinner Meeting as an informative and a great event.

Mr. Lempert

Mr. Lempert reported he attended and enjoyed the CCBE Conference and said there was so much information provided. He said the retirement session was eye opening.

Mr. Lempert congratulated Superintendent Campbell and organizers of The Big Lift Quarterly Meeting. He said attendance was great and he thinks everyone involved with The Big Lift has done an excellent job at being able to recover from the lack of federal funding.

Mr. Hsiao

Mr. Hsiao reported he attended and enjoyed the CCBE Conference. Mr. Hsiao acknowledged and thanked Ms. Gerard and Mr. Camacho for their efforts in planning the conference.

Mr. Hsiao said he received an email regarding pension contributions and its diminishing impact on charter schools, which is causing charter schools to opt out of the California State Teachers Retirement System (CalSTRS) and the California Public Employees Retirement System (CalPERS).

Mr. Hsiao reported he attended the SMCSBA/CSBA Road Show Dinner Meeting and thought the information presented by the CSBA speakers was very engaging.

Mr. Hsiao said he was impressed with the Personalized Learning and Attendance Awareness presentations provided to the Board during the meeting. He said because of the leadership and openness of the staff and cabinet to take a chance and try new things and slowly make these programs successful make him grateful to staff for their efforts, and taking risks for student success.
Mr. Ross said he completely agrees with Mr. Hsiao’s comments and said it is incredible that the staff took a chance on these programs and are now seeing the benefits.

Mr. Ross said he was struck by one of the comments regarding the Attendance Matters postcard mailing and the result of 15% reduction in chronic absenteeism. He said between that and some of the other initiatives that were discussed during the meeting, he believes there is no doubt there will be tangible data that show the risks were appropriate to take.

Mr. Ross reported he attended the CCBE meeting, but unfortunately had to leave early. He acknowledged and thanked Ms. Gerard and Mr. Camacho for their efforts on the CCBE Conference Planning Committee.

Mr. Ross reported he attended a meeting convened by Menlo Park Mayor Kirsten Keith on Monday, September 18, 2017, to discuss educational quality in eastern Menlo Park’s Belle Haven area and the possibility of changing the school district’s district lines. Mr. Ross said there was a variety of diverse opinions and the meeting was well-attended.

Board President Ross said the San Mateo County Board of Education and the County Superintendent of Schools would like to adjourn this meeting in honor of Marian Olson, who passed away earlier this month. Mrs. Olson was the mother of Kris Cannon and the mother-in-law of board member Jim Cannon. She lived a long life and was an inspiration to many.

Mr. Ross said Mrs. Olson was born on January 22, 1911, on a dairy farm near the Cow Palace. She was a person of sharp wit who loved her family, traveling the world, and her native city of San Francisco. Mrs. Olson was always open to learning new things and taking on new hobbies. He said at the age of 102, Marian became a Warriors fan and enjoyed watching their basketball games on television.

Mr. Ross commented Marian loved car rides through San Francisco, the beautiful sunsets, Judge Judy, and visitors at any time. She especially enjoyed the love and company of her two granddaughters, Adrienne and Karen Cannon.

Mr. Ross said Mrs. Olson is survived by two of her three children, Kris Cannon and Stephen Olsson.

Board President offered sincerest condolences to Kris, Stephen, Jim, Adrienne and Karen, and all of those who were honored to call Marian their friend and said she will be dearly missed.
12. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned in memory of Marian Olson at 9:04 p.m.

Anne E. Campbell, Secretary

msg
Joint Resolution No. 17-41
San Mateo County Board of Education
and
San Mateo County Superintendent of Schools
State of California

Recognizing the Week of the School Administrator

Whereas, leadership is important to California’s public education system and the students of San Mateo County; and

Whereas, the phrase “school administrator” includes superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school, district and county office administrators; and

Whereas, school administrators work with teachers, parents, students, community members, board trustees, businesses, colleges and universities, community organizations, elected officials, and district and county staff to improve student achievement and school success; and

Whereas, several hundred school administrators and their confidential employees and administrative teams serve the youth and families of San Mateo County; and

Whereas, the State of California has declared the second full week of October as the Week of the School Administrator;

Now, Therefore Be It Resolved that the San Mateo County Board of Education and the San Mateo County Superintendent of Schools recognize October 8 through October 14, 2017, as the Week of the School Administrator.

SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS

Passed and Adopted on this
Fourth Day of October 2017

SAN MATEO COUNTY
BOARD OF EDUCATION
September 27, 2017

To: Anne Campbell, County Superintendent of Schools

From: Denise Porterfield, Deputy Superintendent
Business Services Division

Subject: Adoption of Resolution No. 17-42 Establishing the Actual 2016-2017 and Estimated 2017-2018 Appropriations Limitation (Gann Limit)

Enclosed are the Board resolution and the State prescribed Gann Limit calculation worksheet to officially establish: (1) the actual 2016-2017 and estimate 2017-2018 appropriations limits; and (2) the 2016-2017 appropriations subject to limit. Board adoption of this resolution is required by Article XIII-B of the California Constitution. Article XIII-B (the Gann Initiative), approved by the California electorate in 1979, places limits on the growth of expenditures for publicly funded agencies, including school districts and county offices of education.

Education Code Section 1629, pursuant to Division 9 of Title 1, beginning with Section 7900, of the Government Code, requires that the County Board of Education annually adopt a resolution specifying the estimated appropriations limit for the current fiscal year and the actual appropriation limit for the preceding fiscal year.

Attachment: Resolution No. 17-42
Calculation Worksheet

Approved and Recommended to the Board:

Anne Campbell, County Superintendent of Schools
RESOLUTION NO. 17-42
SAN MATEO COUNTY BOARD OF EDUCATION
STATE OF CALIFORNIA

RESOLUTION ESTABLISHING APPROPRIATIONS LIMIT PURSUANT TO
ARTICLE XIII-B OF THE CALIFORNIA CONSTITUTION

Whereas, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and

Whereas, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and

Whereas, the San Mateo County Board of Education must establish a revised Gann limit for the 2016-17 fiscal year and a projected Gann Limit for the 2017-18 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law; and

Whereas, Government Code Section 7902.1 provides that school districts may increase their Gann Limits under specified circumstances;

Now, Therefore, Be It Resolved that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2016-17 and 2017-18 fiscal years are made in accord with applicable constitutional and statutory law;

And Be It Further Resolved that this board does provide public notice that the attached calculations and documentation of the Gann Limits for the 2016-17 and 2017-18 fiscal years include an increase of $18,075,659.88 to the 2016-17 Gann Limit pursuant to the provisions of Government Code Section 7902.1;

And Be It Further Resolved that the Superintendent notifies the Director of the State Department of Finance of the increase to the 2016-17 Gann Limit;

And Be It Further Resolved that this Board does hereby declare that the appropriations in the Budget for the 2016-17 and 2017-18 fiscal years do not exceed the limitations imposed by Proposition 4;

And Be It Further Resolved that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this county.

Regularly Passed And Adopted this 4th day of October 2017, by the San Mateo County Board of Education in Redwood City, California.
## A. PRIOR YEAR DATA

(2015-16 Actual Appropriations Limit and Gann ADA are from county's prior year Gann data reported to the CDE)

### PRIOR YEAR APPROPRIATIONS LIMIT

1. Program Portion of Prior Year Appropriations Limit (Preload/Line D16c, PY column)
2. Other Services Portion of Prior Year Appropriations Limit (Preload/Line D16d, PY column)
3. TOTAL PRIOR YEAR APPROPRIATIONS LIMIT (Lines A1 plus A2)

### PRIOR YEAR GANN ADA

4. Program ADA (Preload/Line B3, PY column)
5. Other ADA (Preload/Line B4, PY column)

### ADJUSTMENTS TO PRIOR YEAR LIMIT AND ADA

#### ADJUSTMENTS TO PRIOR YEAR LIMIT

6. Reorganizations and Other Transfers
7. Temporary Voter Approved Increases
8. Less: Lapses of Voter Approved Increases
9. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A6 plus A7 minus A8)

#### ADJUSTMENTS TO PRIOR YEAR ADA

(Only for reorganizations and other transfers, and only if adjustments to the appropriations limit amounts are entered in Line A6 or A10 above)

12. Adjustments to Program ADA
13. Adjustments to Other ADA

## B. CURRENT YEAR GANN ADA

CURRENT YEAR PROGRAM ADA

(2016-17 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the COE)

1. Total County Program ADA (Form A, Line A1d)
2. Total Charter Schools ADA (Form A, Line C9)
3. Total Current Year ADA (Lines B1 through B2)

## C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED

TAXES AND SUBVENTIONS (Funds 01, 09, and 62)

1. Homeowners' Exemption (Object 8021)
2. Timber Yield Tax (Object 8022)
3. Other Subventions/In-Lieu Taxes (Object 8029)
4. Secured Roll Taxes (Object 8041)
5. Unsecured Roll Taxes (Object 8042)
6. Prior Years' Taxes (Object 8043)
7. Supplemental Taxes (Object 8044)
9. Penalties and Int. from Delinquent Taxes (Object 8048)
10. Receipts from County Bd. of Supervisors (Object 8070)
11. Other In-Lieu Taxes (Object 8082)
12. Comm. Redevelopment Funds (Objects 8047 & 8625)
13. Parcel Taxes (Object 8621)
14. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)
15. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)
16. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)

**Unaudited Actuals**

**San Mateo County Office of Education Fiscal Year 2016-17**

**County Office Appropriations Limit Calculations**

<table>
<thead>
<tr>
<th>2016-17 Calculations</th>
<th>2016-17 Actual</th>
<th>2017-18 Calculations</th>
<th>2017-18 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extracted Data</td>
<td>Adjustments*</td>
<td>Entered Data/ Totals</td>
<td>Extracted Data</td>
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<td>Adjustments*</td>
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<td></td>
<td></td>
<td></td>
<td>Entered Data/ Totals</td>
</tr>
</tbody>
</table>

**2016-17 Actual**

| Program Portion of Prior Year Appropriations Limit | 84,377,295.18 | 84,377,295.18 | 67,193,015.76 |
| Other Services Portion of Prior Year Appropriations Limit | 0.00 | 0.00 | 0.00 |
| TOTAL PRIOR YEAR APPROPRIATIONS LIMIT (Lines A1 plus A2) | 84,377,295.18 | 0.00 | 84,377,295.18 | 67,193,015.76 |
| Program ADA (Preload/Line B3, PY column) | 119.06 | 119.06 | 92.56 |
| Other ADA (Preload/Line B4, PY column) | 91,571.00 | 91,571.00 | 91,379.57 |

**Adjustments to 2015-16**

| Reorganizations and Other Transfers | 0.00 | 0.00 | 0.00 |
| Temporary Voter Approved Increases | 0.00 | 0.00 | 0.00 |
| Lapses of Voter Approved Increases | 0.00 | 0.00 | 0.00 |
| TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A6 plus A7 minus A8) | 0.00 | 0.00 | 0.00 |

**2017-18 Annual Report**

| Current Year Program ADA (Form A, Line A1d) | 92.56 | 92.56 | 92.56 | 92.56 |
| Current Year Charter Schools ADA (Form A, Line C9) | 0.00 | 0.00 | 0.00 | 0.00 |
| Current Year ADA (Lines B1 through B2) | 92.56 | 0.00 | 92.56 | 0.00 | 92.56 |

**2017-18 Budget**

| Homeowners' Exemption (Object 8021) | 312,604.52 | 312,604.52 | 312,604.00 | 312,604.00 |
| Timber Yield Tax (Object 8022) | 4,728.54 | 4,728.54 | 4,467.00 | 4,467.00 |
| Subventions/In-Lieu Taxes (Object 8029) | 2,189.38 | 2,189.38 | 0.00 | 0.00 |
| Secured Roll Taxes (Object 8041) | 60,529,645.92 | 60,529,645.92 | 60,512,143.00 | 60,512,143.00 |
| Unsecured Roll Taxes (Object 8042) | 2,767,087.74 | 2,767,087.74 | 2,766,992.00 | 2,766,992.00 |
| Prior Years' Taxes (Object 8043) | 13,531.15 | 13,531.15 | 0.00 | 0.00 |
| Supplemental Taxes (Object 8044) | 2,356,206.42 | 2,356,206.42 | 2,287,850.00 | 2,287,850.00 |
| Ed. Rev. Augmentation Fund (ERAF) (Object 8045) | 18,019,858.35 | 18,019,858.35 | 18,694,969.00 | 18,694,969.00 |
| Penalties and Int. from Delinquent Taxes (Object 8048) | 0.00 | 0.00 | 0.00 | 0.00 |
| Receipts from County Bd. of Supervisors (Object 8070) | 0.00 | 0.00 | 0.00 | 0.00 |
| In-Lieu Taxes (Object 8082) | 0.00 | 0.00 | 0.00 | 0.00 |
| Comm. Redevelopment Funds (Objects 8047 & 8625) | 3,107,201.00 | 3,107,201.00 | 2,522,851.00 | 2,522,851.00 |
| Parcel Taxes (Object 8621) | 0.00 | 0.00 | 0.00 | 0.00 |
| Non-Ad Valorem Taxes (Object 8622) (Taxes only) | 0.00 | 0.00 | 0.00 | 0.00 |
| Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes) | 0.00 | 0.00 | 0.00 | 0.00 |
| Transfers to Charter Schools in Lieu of Property Taxes (Object 8096) | 87,113,053.02 | 87,113,053.02 | 87,101,906.00 | 87,101,906.00 |
### OTHER LOCAL REVENUES (Funds 01, 09, and 62)

18. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)

19. TOTAL LOCAL PROCEEDS OF TAXES (Lines C17 plus C18)

<table>
<thead>
<tr>
<th>2016-17 Actual Calculations</th>
<th>Entered Data/ Totals</th>
<th>Adjustments*</th>
<th>2017-18 Calculations</th>
<th>Entered Data/ Totals</th>
<th>Adjustments*</th>
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<td>87,113,053.02</td>
<td>87,101,906.00</td>
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### EXCLUDED APPROPRIATIONS

20. Medicare (Enter federally mandated amounts only from objs. 3301 and 3302; do not include negotiated amounts)

21. Americans with Disabilities Act

22. Unreimbursed Court Mandated Desegregation Costs

23. Other Unfunded Court-ordered or Federal Mandates

24. TOTAL EXCLUSIONS (Lines C20 through C23)

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<td>499,939.00</td>
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### DATA FOR INTEREST CALCULATION

28. Total Revenues (Funds 01, 09 & 62, objects 8000-8799)

29. Total Interest and Return on Investments (Funds 01, 09, and 62, objects 8660 and 8662)

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<tr>
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<td>88,452,126.29</td>
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<td></td>
<td>91,913,543.00</td>
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</table>

### APPROPRIATIONS LIMIT CALCULATIONS

### D. PRELIMINARY APPROPRIATIONS LIMIT

1. Revised Prior Year Program Limit (Lines A1 plus A10)

2. Inflation Adjustment

3. Program Population Adjustment (Lines B3 divided by [A4 plus A12]) (Round to four decimal places)

4. PRELIMINARY PROGRAM LIMIT (Lines D1 times D2 times D3)

5. Revised Prior Year Other Services Limit (Lines A2 plus A11)

6. Inflation Adjustment

7. Other Services Population Adj. (Lines B4 divided by [A5 plus A13]) (Round to four decimal places)

8. PRELIMINARY OTHER SERVICES LIMIT (Lines D5 times D6 times D7)

9. PRELIMINARY TOTAL APPROPRIATIONS LIMIT (Lines D4 plus D8)

### APPROPRIATIONS SUBJECT TO THE LIMIT

10. Local Revenues Excluding Interest (Line C19)

11. Preliminary State Aid Calculation
   a. Maximum State Aid in Local Limit (Lesser of Line C27 or [Lines D9 minus D10 plus C24]; if negative, then zero)
   b. Local Revenues in Proceeds of Taxes
      a. Interest Counting in Local Limit (Lines C29 divided by [C28 minus C29] times [D10 plus D11a])
      b. Total Local Proceeds of Taxes (Lines D10 plus D12a)
   c. State Aid in Proceeds of Taxes (lesser of Line D11a or [Lines D9 minus D12b plus C24]; if negative, then zero)
   d. Total Appropriations Subject to the Limit
      a. Local Revenues (Line D12b)
      b. State Subventions (Line D13)
      c. Less: Excluded Appropriations (Line C24)
      d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D14 plus D14b minus D14c)

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<td>87,101,906.00</td>
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### 2016-17 Actual Calculations

### 2017-18 Budget

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<td>87,113,053.02</td>
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<td>87,101,906.00</td>
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### Note

- The calculations and data presented are for the San Mateo County Office of Education Fiscal Year 2016-17. The data includes calculations for other local revenues, excluded appropriations, state aid received, and appropriations limit calculations. The table provides a detailed breakdown of revenues, expenditures, and budget allocations, with specific focus on revenues excluding interest, state aid received, and the preliminary appropriations limit calculations.
### Adjustments to the Limit Per Government Code Section 7902.1

(Line D14d minus D9; if negative, then zero)

If not zero report amount to:
- Michael Cohen, Director
- State Department of Finance
- Attention: School Gann Limits
- State Capitol, Room 1145
- Sacramento, CA 95814

<table>
<thead>
<tr>
<th>Calculations</th>
<th>2016-17</th>
<th>2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extracted Data</td>
<td>Adjustments*</td>
<td>Extracted Data</td>
</tr>
<tr>
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<tr>
<td>15. Adjustments to the Limit Per Government Code Section 7902.1</td>
<td>18,075,659.86</td>
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<tr>
<td>16. Apply to Program and Other Services</td>
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<td></td>
</tr>
<tr>
<td>a. Program Portion of Adjustment</td>
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<td></td>
</tr>
<tr>
<td>(Lines D4 divided by D9 times D15)</td>
<td>18,075,659.86</td>
<td>18,075,659.86</td>
</tr>
<tr>
<td>b. Other Services Portion of Adjustment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Lines D15 minus D16a)</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>c. Final Program Portion of Limit (Lines D4 plus D16a)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Lines D8 plus D16b)</td>
<td>87,193,015.76</td>
<td>87,193,015.76</td>
</tr>
<tr>
<td>d. Final Other Services Portion of Limit</td>
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<tr>
<td>(Lines D15 plus D16d)</td>
<td>0.00</td>
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</tbody>
</table>

**SUMMARY**

17. Adjusted Appropriations Limit

(Lines D16c plus D16d)

<table>
<thead>
<tr>
<th></th>
<th>2016-17 Actual</th>
<th>2017-18 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>87,193,015.76</td>
<td>90,410,438.04</td>
</tr>
</tbody>
</table>

18. Appropriations Subject to the Limit

(Line D14d)

<table>
<thead>
<tr>
<th></th>
<th>2016-17 Actual</th>
<th>2017-18 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>87,193,015.76</td>
<td>90,410,438.04</td>
</tr>
</tbody>
</table>

* Please provide below an explanation for each entry in the adjustments column.

---

**Margie Gustafson**

Gann Contact Person  
650 802-5600  
Contact Phone Number
September 27, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Denise Porterfield, Deputy Superintendent
Business Services

Subject: 2016-2017 Unaudited Actuals

San Mateo County Office of Education’s annual financial statement for the General Fund (Fund 01) reflects a fiscally sound ending fund balance of $48,341,787.51 which includes a 7% reserve for economic uncertainties. Additionally, all other funds (listed below) reflected a positive ending fund balance at June 30, 2017:

- Special Education Pass-Through Fund (Fund 10)
- Child Development Fund (Fund 12)
- Deferred Maintenance Fund (Fund 14)
- Special Reserves for Other Than Capital Outlay (Fund 17)
- Foundation Special Revenue Fund (Fund 19)
- Special Reserve Fund for Post Employment Benefits (Fund 20)
- County School Facilities Fund (Fund 35)
- Special Reserve for Capital Outlay Projects (Fund 40)

**GENERAL FUND**

**Total Revenues** - $88,452,126.29

Revenues in the General Fund (Fund 01) consist of unrestricted revenue (property taxes, LCFF sources and other local income) and restricted revenues (categorical state/federal and “restricted” local income). Unrestricted revenues are 57.09% and the restricted revenues are 42.91% of the total General Fund.

**Total Expenditures** - $81,229,495.50

Expenditures in the General Fund reflect the organization’s operational activities and services. The expenses of the central office and lottery equal 48.14%. The expenditures associated with restricted programs are 51.86% of the General Fund.
**Unrestricted Ending Fund Balance** - $43,575,511.02

The components of the unrestricted ending fund balance (see Attachment) are comprised of reserves for economic uncertainties and various designated or undesignated amounts. The reserve for economic uncertainties equals 7% of the total expenditures. Committed transfers as approved in May and June occurred in the following funds and amounts: $1,023,363 to Fund 20 (Resolution #14-27), $700,000 to Fund 14 (Resolution #14-33), $6M to Fund 17 (Resolution #14-25), and $2.3M to the sinking fund at US Bank for the retirement of the COPS (Resolution #14-26). As appropriate, the 2017-18 Budget will be revised at First Interim to reflect expenditures from various designations.

**Restricted Ending Fund Balance** - $4,766,276.49

The restricted balances (see Attachment) are allowable carryover into the 2017-2018 fiscal year. As appropriate, the 2017-2018 Budget will be revised at First Interim to reflect expenditures from these restricted resources.

Attachment

Forward to the Board:

Anne E. Campbell, County Superintendent of Schools
<table>
<thead>
<tr>
<th>San Mateo County Office of Education</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>2016-17 Unaudited Actuals</td>
<td></td>
</tr>
<tr>
<td>Components of Ending Fund Balance</td>
<td></td>
</tr>
</tbody>
</table>

**Unrestricted:**

- Revolving Cash: 3,275.00
- Stores: 9,688.56
- Prepaid Expenditures: 19,964.47
- Excess Property Taxes 11-12: 14,132,787.00
- Excess Property Taxes 15-16: 14,281,083.00
- Small School District Bridge Loans: 1,500,000.00
- Lottery: 843,294.21
- Future Educational Programs: 3,830,000.00
- Strategic Plan: 2,550,000.00
- Designated for Economic Uncertainty: 6,405,418.78

**Total Unrestricted Designation (Legal/Board)Balance:** 43,575,511.02

**Restricted:**

- Medi-Cal Billing Option (DHCS): 1,070,752.28
- CA Clean Energy Clean Jobs Act Prop 39: 50,637.40
- Educators Effectiveness: 186,050.99
- Lottery Restricted: 600,432.89
- Special Education: 1,238,170.53
- Special Education Infant Program: 497,519.15
- College Readiness Block Grant: 66,415.65
- Other Restricted Local: 97,150.60
- Other Restricted State: 959,147.00

**Total Legally Restricted Balance:** 4,766,276.49

**TOTAL ENDING FUND BALANCE:** 48,341,787.51
September 27, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Dr. Gary Waddell, Deputy Superintendent

Instructional Services Division

Subject: Get Healthy San Mateo County: A Living Schoolyard at Every School

Board action is requested ratifying the submission of a $33,600 grant proposal to the Get Healthy San Mateo County.

The primary purpose of this project is to create an actionable plan to incorporate a "living schoolyard" on every school campus in San Mateo County (SMC). This will change the TK-12 system by connecting children's learning, mental and physical well-being and social engagement, while improving local ecological systems.

I will be present at the October 4th Board meeting to answer any questions the Board may have.

Approved and Recommended to the Board:

Anne E. Campbell, County Superintendent of Schools
**PROJECT TITLE:** Get Healthy San Mateo County: A Living Schoolyard at Every School  

**Source of Funding:** Get Healthy San Mateo County  

**Amount of Funding Requested:** $28,000.00  

**Matching Funds Required:** $5,600.00  

**Source:** SMCOE Env. Education  

**Pre-application Deadline:**  

**Application Deadline:** 9/25/17

**PROPOSED BUDGET SUMMARY:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green Schoolyards America Facilitation</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Expert Consultants and Access to Models</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Convening Supplies and Materials (GHSMC 50% and SMCOE 50%)</td>
<td>$4,000.00</td>
</tr>
<tr>
<td>Printing (GHSMC 50% and SMCOE 50%)</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Professional Development (GHSMC 60% and SMCOE 40%)</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Indirect Expenses (capped at 12%) (GHSMC and SMCOE)</td>
<td>$3,600.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$33,600.00</strong></td>
</tr>
</tbody>
</table>

**PROJECT DESCRIPTION:**

The primary purpose of this project is to create an actionable plan to incorporate a “living schoolyard” on every school campus in San Mateo County (SMC). Through a strategic planning process engaging stakeholders across often-siloed sectors such as Facilities personnel, Health Coordinators, and Curriculum Coordinators, we aim to design a road-map anchored by a clear vision and policy. This will catalyze systemic change within the TK-12 system by connecting children’s learning, mental and physical well-being and social engagement, while improving local ecological systems.

The main goals and objectives of the SMC Living Schoolyard Project are the following:
- Create a county-wide strategic plan that will serve as a road-map for successful living schoolyards (outdoor classrooms, gardens and other related elements) in SMC schools.

- Develop guidelines for curricular integration and provide professional development pathways that build capacity for educators to facilitate high quality environmental education.

- Provide forward-facing support for districts and schools that address new mandates from the State of California’s SB32 legislation that calls for a 40% reduction in greenhouse gas emissions by 2030 (SB32), and the executive directive to further reduce emissions 80% by 2050. The Living Schoolyard Project will help schools better meet the expectations of city-wide climate action plans, and preemptively address impending changes to building and grounds codes.

- Guarantee high quality outdoor learning experiences for every student regardless of zip code, race/ethnicity, socioeconomic status, or any other defining demographic factor. This will be done by lowering the barrier to entry for schools, districts, and leaders to engage in the work of providing high quality outdoor learning for all students.

- Improve watershed health by unpaving school grounds and infiltrating more stormwater.
1) Are any project personnel to be housed at 101 Twin Dolphin Drive?  
   1a) If yes, note physical location: STEM Center

2) Approximate number of new personnel required to carry out project? 0.00

3) Will County Office staff services be utilized to carry out the program?  
   Yes [X] No []

4) Will County Office materials and equipment be used to carry out the program?  
   Yes [X] No []
   4a) If yes, what will the department provide? Facilitation space, copy machines, etc.

5) Has an administrative overhead charge been included in the program budget?  
   Yes [X] No []
   5a) Explain: Indirect Costs 12%

APPROVALS:

Program Manager:  
Division Head:  
County Superintendent:  
County Board of Education:

PREPARED BY: Andra Yeghoian  
PROGRAM: STEM

ACTION OF FUNDING AGENCY:

☐ APPROVED (DATE): __________________________ AMOUNT FUNDED: $ ____________  
BEGINNING DATE: __________________________ ENDING DATE: __________________________

☐ DISAPPROVED (DATE): __________________________

COMMENTS: ____________________________________________

___________________________________________

___________________________________________
September 27, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Nancy Magee
Associate Superintendent, Student Services Division

Subject: Respect! 24/7 Month

October is Respect! 24/7 month. On October 2, 2017, the Safe and Supportive Schools Department of the Student Services Division will host the annual Respect! 24/7 Conference at 101 Twin Dolphin Drive.

I will be present at the Board Meeting on October 4, 2017, to share information on outcomes and respond to any questions the Board may have.

Forward to the Board:

Anne E. Campbell, County Superintendent of Schools
September 27, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Nancy Magee
Associate Superintendent, Student Services Division

Subject: Get Healthy San Mateo County Grant: Building Capacity in Restorative Practices

Board action is requested to ratify submission of the attached Project Initiation Form to Get Healthy San Mateo County for $32,047 to support training opportunities for school staff in San Mateo County in Restorative Practices.

Our goal is to provide school districts the tools they need to shape supportive environments in which students, teachers, and administrators are able to address students’ social-emotional and academic needs. If the funds are granted, Student Services staff will continue to facilitate trainings for district staff in restorative practices.

I will be present at the Board Meeting on October 4, 2017, to respond to any questions the Board may have.

Approved and Recommended to the Board:

Anne E. Campbell, County Superintendent of Schools
**San Mateo County Office of Education**

**Anne E. Campbell, Superintendent of Schools**

**Project Initiation**

**PROJECT TITLE:** Restorative Practices Train the Trainer

**Source of Funding:** Get Healthy San Mateo County Grant

**Amount of Funding Requested:** $32,047.00

**Matching Funds Required:** $0.00

**Pre-application Deadline:** Application Deadline: 9/26/17

### PROPOSED BUDGET SUMMARY:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant - 10% - Registration, training coordination, and data collection</td>
<td>$ 5,554.00</td>
</tr>
<tr>
<td>Restorative Practice Trainers-$3000 per 2 day session per trainer (2) for 3 sessions</td>
<td>$ 18,000.00</td>
</tr>
<tr>
<td>Food - Catered breakfast and lunch for training participants</td>
<td>$ 5,060.00</td>
</tr>
<tr>
<td>Indirect costs</td>
<td>$ 3,433.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 32,047.00</strong></td>
</tr>
</tbody>
</table>

**PROJECT DESCRIPTION:**

The purpose of this project is to build capacity within San Mateo County schools to create more inclusive and resilient school communities. By investing in this work, our goal is to provide school districts the tools they need to shape supportive environments in which students, teachers, and administrators are able to address students’ social-emotional needs, as well their academic ones.

Restorative practices prevent and address conflict by developing relationships among students and staff and using those relationships to build strong school communities. It is a strategy that seeks to repair relationships that have been damaged, including those damaged through bullying. It does this by bringing about a sense of restorative action on the part of the offender and forgiveness by the victim. Participants will be trained in using restorative circles in their classrooms to establish this practice. Educators who are new to this will attend one of several two-day introductory trainings hosted in San Mateo County by a licensed trainer. Educators who have already been through the initial training will be eligible to become trainers themselves and spread the practice to others in their school community. School administrators, who deal with disciplinary issues on their campuses, as well as interested educators will be invited to be trained in holding restorative conferences. Restorative conferences hold offenders accountable while providing them with an opportunity to discard the “offender” label, be reintegrated into their school community and make amends to the victim.
1) Are any project personnel to be housed at 101 Twin Dolphin Drive?  
   Yes □  No ☒
   1a) If yes, note physical location: __________________________

2) Approximate number of new personnel required to carry out project?  
   0.00

3) Will County Office staff services be utilized to carry out the program?  
   Yes ☒  No □

4) Will County Office materials and equipment be used to carry out the program?  
   Yes ☒  No □  
   4a) If yes, what will the department provide?  Office supplies and training materials

5) Has an administrative overhead charge been included in the program budget?  
   Yes ☒  No □  
   5a) Explain: Indirect costs have been included in the budget plan.

APPROVALS:
Program Manager: [Signature]  Date: 9-26-17
Division Head: [Signature]  Date: 9-26-17
County Superintendent: [Signature]  Date: 9/27/17
County Board of Education: __________________________

PREPARED BY: Theresa Vallez-Kelly  Date: 9/18/17

PROGRAM: Safe and Supportive Schools  □ New Application  ☒ Continuing Application

ACTION OF FUNDING AGENCY:
□ APPROVED (DATE): __________________________  AMOUNT FUNDED: $ __________________________
BEGINNING DATE: __________________________  ENDING DATE: __________________________
□ DISAPPROVED (DATE): __________________________  COMMENTS:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
September 27, 2017

To: Anne E. Campbell, County Superintendent of Schools

From: Denise Porterfield, Deputy Superintendent
Business Services

Subject: Review of Board Policy 3430 - Investments

Board Policy 3430 on Investments includes a requirement for the County Board of Education to review the policy annually.

This annual review is scheduled to occur at the Board meeting of October 4, 2017.

For the fiscal year ending June 30, 2017, the County Investment Pool’s one-year earnings were 1.059%. The Local Agency Investment Fund’s (LAIF) earnings for the same period were .751%.

Attached is a copy of the current policy. No changes are recommended at this time. I will be present at the October 4, 2017 Board meeting to respond to any questions the Board may have.

Attachment: Board Policy 3430

Forward to the Board:

Anne E. Campbell, County Superintendent of Schools
Investments

Authority

Education Code Section 41015 authorizes a county office of education that has funds in a special reserve fund or any surplus moneys not required for the immediate necessities of the county office of education to invest any or any part of the funds in any of the investments specified in Sections 16430 or 53601 of the Government Code.

Investment Objectives

The San Mateo County Board of Education and the San Mateo County Superintendent of Schools are primarily concerned with the preservation of the principal balances of all County Office of Education funds. Therefore, the San Mateo County Office of Education establishes the objectives of County Office of Education investments with the following priorities:

1. Safeguarding of investment principal;
2. Maintaining sufficient liquidity within the portfolio to meet daily cash requirements; and
3. Maximizing returns on the portfolio consistent with these first two objectives.

Management Responsibility

Prior to the investment of any County Office of Education funds, the County Superintendent must find and determine that the funds to be invested are not required for immediate necessities of the County Office of Education.

The County Superintendent, or designee, may invest, as permitted by law and this policy, all or part of the surplus moneys of the County Office of Education not required for immediate County Office of Education use only in the San Mateo County Investment Pool. Any other investments may be made only with specific authorization of the County Board of Education.

The San Mateo County Treasurer has the responsibility for the management of the San Mateo County Investment Pool.

Reporting

Government Code Section 53646 establishes the criteria for reporting of investments. In accordance with law, the County Superintendent or designee shall annually provide to the County Board of Education a statement of the County Office of Education's investment policy. This policy shall be reviewed at a public meeting.
Investments

The Superintendent shall also maintain on file copies of the quarterly reports of the San Mateo County Investment Pool and shall make those reports available, upon request, to the County Board of Education.

Legal References:

EDUCATION CODE
41015  Authorization of investment of special reserve or surplus funds

GOVERNMENT CODE
16430  California Unitary Fund
53601  Financial affairs; investment of surplus; investments
53646  Investment policy

Adopted SMCBE 10/16/96
Revised 10/15/08; 11/18/09
Last Reviewed: 10/05/16