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. Gerard and a second by Mr. Hsiao, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross) approved the August 16, 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. **EMPLOYEE OF THE MONTH**
a. July 2017 Employee of the Month, Natasha Dinis, Administrative Assistant III, Student Services Division

Board President Ross recognized the July 2017 Employee of the Month, Natasha Dinis, Administrative Assistant III, Student Services Division. Mr. Ross congratulated Ms. Dinis on behalf of the Board and presented her with a clock and a check.

b. August 2017 Employee of the Month, Edna Letran, Senior Executive Assistant, Instructional Services Division

Board President Ross recognized the August 2017 Employee of the Month, Edna Letran, Senior Executive Assistant, Instructional Services Division. Mr. Ross congratulated Ms. Letran on behalf of the Board and presented her with a clock and a check.

4. INTRODUCTION OF NEW STAFF

a. Patricia Ann Love, Administrator, Strategy and Communications, Office of the Superintendent

Superintendent Campbell said she was pleased to introduce Patricia Love, Administrator, Strategy and Communications, Office of the Superintendent. She said Ms. Love brings a wealth of experience to this new role noting several of her most recent engagements as a Communications Consultant to educational organizations, teaching public administration at Notre Dame de Namur University and creating and serving as the first Director of Economic Development for the City of Burlingame.

Ms. Campbell said when Ms. Love applied for this position she wrote an amazing letter listing major things she would like to work on: develop and oversee the implementation of an organization-wide strategic communications plan; build relationships that will support and promote public education and the County Office of Education; and serve as the County Office’s Chief Spokesperson. Superintendent Campbell commented this new position is a result of the Strategic Plan and its emphasis on the importance of an outreach strategy in the community with a focus on the San Mateo County Office of Education’s role and advocacy for public education. Ms. Campbell then asked Ms. Love to say a few words.

Ms. Love said she was pleased to join the San Mateo County Office of Education (SMCOE) commenting she has a great deal of respect for the Board, the Superintendent and SMCOE staff. She noted her official start date is September 1, 2017. Ms. Love reported she has many years of experience working with and in government and educational organizations to promote civic engagement and community development, and to enhance and expand communications and outreach. Ms. Love said she has often had an opportunity to create new positions and looks forward to having that opportunity at SMCOE. She looks forward to creating a communications team that is both responsive and proactive.
**INTRODUCTION OF NEW STAFF** (continued)

Ms. Love said she has lived and worked in San Mateo County for many years and is pleased to have a position like this one so near to her home town.

Ms. Love commented SMCOE is doing important work in several areas, but stated many people in the County remain unaware of the breadth and depth of the work being done. She said similarly we live in a county of great wealth, yet many remain unaware of the struggle so many San Mateo County students face, which might keep them from achieving their goals. Ms. Love said she hopes in this new role she can shine a light on SMCOE’s work and many of the critical education issues it faces. She said she looks forward to getting to know the Board and working with them to create Excellence and Equity in Education in San Mateo County.

b. **Andrea Burnett, Project Specialist, Early Learning Quality Improvement, Early Learning Support Services, Instructional Services Division**

Deputy Superintendent Dr. Gary Waddell said he was pleased to introduce Andrea Burnett, Project Specialist, Early Learning Support Services, Instructional Services Division. He said Ms. Burnett had been working at SMCOE for about 14 months and unfortunately since there was so much growth in the Early Learning Support Services team, had not been introduced to the Board. Dr. Waddell explained Ms. Burnett came to SMCOE from the City of Oakland’s Head Start Program where she was a Teacher, Site Director, Manager, and Compliance Coordinator. He said she is also a Master Trainer for WestEd on the Desired Results Developmental Profile and said she holds a Master of Science Degree with an emphasis on Early Childhood Education from California State University East Bay. Dr. Waddell said since her arrival Ms. Burnett has been the lead in coordinating the Early Learning Quality Coaching Collaborative that serves the preschool teaching staff across the County with an emphasis on the Big Lift. Dr. Waddell then asked Ms. Burnett to say a few words.

Ms. Burnett said she has been working with the Early Learning and Quality Improvement Initiatives since she began working at SMCOE. She said she coordinates, coaches, and provides training and technical assistance for early learning professionals who participate in the Quality Rating and Improvement System as well as The Big Lift and First 5 Impact. Ms. Burnett commented to increase the implementation and sustainability of the Quality Improvement efforts she is currently working on aligning training, technical assistance, and coaching with the needs and the outcomes of San Mateo County.

Ms. Burnett said she has an extensive background with Head Start Early Learning programs as well as private and public programs working with students and families. She said she is certified in five of the seven elements of the Quality Improvement Initiative.

Ms. Burnett said she has two children. She thanked the Board for the opportunity to work and grow in a vibrant environment as well as having an opportunity to give to a community that is looking for initiatives to improve its work with children. Ms. Burnett thanked the Board for the work it does and said she looks forward to continued work together.
INTRODUCTION OF NEW STAFF (continued)

c. Andra Yeghoian, Coordinator, STEM Center, Instructional Services Division

Deputy Superintendent Dr. Gary Waddell said he was pleased to introduce Andra Yeghoian, Coordinator, STEM Center, Instructional Services Division. He said SM COE has worked and planned for an Environmental Education and Literacy Initiative for a long time. After using design thinking methodology and analyzing data from different workgroups, information has now emerged into a skeleton of an environmental education initiative that is now ready to launch. Dr. Waddell said they needed the right person to breathe life into those sails and have found that person in Andra Yeghoian.

Dr. Waddell said Ms. Yeghoian previously worked at Bishop O’Dowd Catholic High School where she was the Director of Sustainability. He said under her direction the school received the U.S. Department of Education Green Ribbon School Award, and the California Green Ribbon School Award. Dr. Waddell said Ms. Yeghoian developed and executed a range of sustainability initiatives that were woven throughout all areas of the campus and the larger community. He said Ms. Yeghoian has done innovative work and has strong connections within the larger Bay Area Environmental Education Sustainability community.

Dr. Waddell said Ms. Yeghoian has degrees in International Relations, Teaching and Administrative Credentials and a Master of Business Administration with an emphasis on Sustainable Management and Systems Thinking. He noted Ms. Yeghoian has taught Advanced Placement (AP) U.S. History, Humanities, Earth Science, and English Language Arts. Dr. Waddell said this is a new role for SMCOE and said when staff began talking about this role consensus was to have a bold initiative that would make a difference countywide. He then asked Ms. Yeghoian to say a few words.

Ms. Yeghoian said she is excited to bring to SMCOE her experience and education in all the diverse settings she had worked in: teaching abroad, teaching in public school, private school, parochial school as well as teaching education for sustainability. She said she looks forward to sharing more when she gives a report on Environmental Literacy to the Board later in the evening.

d. Tammy Zigler, Principal, Early Childhood Education/Related Services (ECE/RS), Student Services Division

Associate Superintendent Nancy Magee said she was pleased to introduce Tammy Zigler, Principal, Early Childhood Education/Related Services (ECE/RS), Student Services Division. She commented as a result of staffing moves, the Principal of Early Childhood Education/Related Services (ECE/RS) opened up and Tammy Zigler was hired to fill this position. Ms. Magee said Ms. Zigler has worked in education for 35 years starting out as a Special Education Preschool Teacher. She also worked for 17 years in the Palo Alto Unified School District beginning as a coordinator of their preschool program and later becoming the District Coordinator of Student Services. Ms. Zigler then joined the Santa Clara County Office of Education where she served as a Site Principal in its Special Education Program. Ms. Magee
INTRODUCTION OF NEW STAFF (continued)

then asked Ms. Zigler to say a few words.

Ms. Zigler said she was excited to join the SMCOE team. She said she has spent her entire career in Special Education and is thrilled to return to a preschool program that is focusing on inclusive services for all students. Ms. Zigler said she looks forward to her work as well as working on the Vision and Mission of making the ECE/RS Program an inclusive model preschool program that will extend to the San Mateo County School Districts.

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

There were no persons wishing to address the Board.

6. APPROVAL OF MINUTES OF JULY 19, 2017, REGULAR MEETING

After a motion by Ms. Gerard and a second by Ms. Alvaro, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), approved the Minutes of the July 19, 2017, Regular Meeting as presented.

7. CONSENT AGENDA

a. Receive Staffing Reports
b. Adopt Joint Resolution No. 17-33 Endorsing September 2017 as Charcot-Marie-Tooth (CMT) Awareness Month
c. Authorization of Duties and Responsibilities for One (1) New Classified Position
d. Authorization of Duties and Responsibilities for One (1) New Classified Manager Position
e. Declaration of Surplus Property: Equipment, Furniture, and Supplies

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


Deputy Superintendent Dr. Gary Waddell said he was pleased to present a project titled “Comprehensive Evaluation of The Big Lift – Partnership RAND and SMCOE.” He said the RAND Corporation intends to submit a $4.5 million Federal Institute of Sciences Grant Application in order to conduct a developmental, descriptive and impact evaluation of the four pillars of The Big Lift. He said SMCOE will be a sub-grantee, which is proposed at $1,778,940. Dr. Waddell said RAND will move the grant application forward and advise SMCOE in about one year’s time if it has been awarded for a five-year period. The seven school districts participating in The Big Lift will each receive a $20,000 mini-grant each year of the grant period to continue to collect data to deepen and extend the time period for evaluation looking at all four pillars of The Big Lift. Dr. Waddell said the loss of the Social Innovation Funds for The Big Lift presented a need to scale back the evaluation work and this grant presents an opportunity to deepen, expand and make up some of the lost funds.

After a motion by Mr. Hsiao and a second by Ms. Gerard, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), ratified submission of the project: Comprehensive Evaluation of The Big Lift – Partnership RAND and SMCOE.

b. **Receive Report on Environmental Literacy**

Deputy Superintendent Dr. Gary Waddell said he is excited about the Environmental Literacy work, commenting much of the work is continuing, but every once in a while, there’s a new direction or opportunity. He reminded the Board about the Design-Thinking process SMCOE staff went through with this work, which gave them nine guide posts as to what an Environmental Education Program should look like. Dr. Waddell said those strategies created a framework and noted Andra Yeghoian has breathed life into that framework. He said he is excited to see where this work is headed and its potential to impact the students in San Mateo County. He then invited Ms. Yeghoian to present her report.

Ms. Yeghoian said she was excited to provide the Board with information on her Environmental Literacy efforts. Ms. Yeghoian provided an overview of the global imperative for environmental sustainability, which she described as the intersection between environment, society and the economy. She said this is sometimes referred to as the three pillars of sustainability; meaning a healthy planet is at the core of all the work of sustainability. Ms. Yeghoian said throughout the years for indigenous societies the call to action has been understood by those societies so they have lived a sustainable lifestyle. However, the more recent agrarian and industrial societies have moved far away from living a sustainable lifestyle. During the past decade society has started to see a global call to action that all humans need to take part in and said educators are in an amazing position to pass down the culture of our civilization to each generation preparing them to live a sustainable lifestyle.
Ms. Yeghoian explained California is well-positioned to take the lead, since in the 1970s it has placed Environmental Education into its Education Code and has taken a lot of action since then. She said now 89% of Californians think Environmental Education should be in schools.

Ms. Yeghoian presented the story of how Environmental Education developed at SMCOE, beginning in 1968 when the Outdoor Education program was founded in San Mateo County and continuing through to 2017 with its Environmental Education Framework.

Ms. Yeghoian defined Environmental Literacy using the definition from the California Blueprint for Environmental Literacy, which states “an environmentally literate person has the capacity to act individually and collectively with others to support ecologically sound and economically prosperous and equitable communities.” She said this means students need access to life experiences and educational opportunities that are both indoors and outdoors to have a deep sense of the knowledge, skills and understanding of the environmental principles to analyze issues and make informed decisions. Ms. Yeghoian said this is a call to action for equity as well, since a sustainable future requires everyone’s understanding and efforts. She said the most marginalized communities and populations are the most vulnerable to the negative effects of climate change and pollution, therefore this also becomes a social justice issue.

Ms. Yeghoian said the vision of SMCOE’s approach at the County level is aligned with the Blueprint for Environmental Literacy and also brings forward SMCOE’s goal of Excellence and Equity. She explained the 4Cs Whole School Sustainability Approach as:

- **Campus –Facilities**
  - Reduce ecological footprint to zero impact
  - Utilize the campus as a laboratory for learning and a model for sustainability

- **Curriculum**
  - Address current environmental challenges and prevent new ones
  - Examine the intersection between environment, society and economics
  - Utilize active pedagogy strategies
  - Involve solutions oriented assessments
  - Integrate outdoor learning on site, in local parks/facilities and destination immersions
  - Align with college and career pathways

- **Community**
  - Internal – engaged action-based community that walks the talk of sustainability in all events and programming
  - External – Develop strategic and mutually beneficial partnerships with formal and non-formal entities that build environmental literacy and contribute to a sustainable paradigm shift locally and globally

- **Institutional Culture**
  - Provide:
    - Support
    - Consistency
    - Connection
INSTRUCTIONAL SERVICES (continued)

Ms. Yeghoian said current actions for Environmental Literacy include:

- **Needs and Assets:**
  - **External** Community has many excited partners, providers and potential funders
  - **Districts and Schools** – vetting best practices through surveys and administrative councils
  - **Potential Collaboration at SMCOE**

Ms. Yeghoian reported over the past few years SMCOE’s Environmental Learning Collaborative (SMELC) has set the tone for how professional development should be done in terms of the way it is set up:

- Teachers learning and collaborating – bringing together teachers from all districts to attend a three-day institute to develop units grounded in Environmental Literacy and Environmental Stewardship where students learn and are engaged in community action projects
  - Support teachers over the semester
  - Reconvene after the semester to share best practices
  - Pilot Environmental Literacy Advisory Group – invite multiple perspectives on how to best be focused, strategic and scalable

Ms. Yeghoian then answered questions from the Board.

9. STUDENT SERVICES

   a. Receive Report on Inclusive Services, in San Mateo County Office of Education’s Special Education

Associate Superintendent Nancy Magee said for the past two years the Student Services team has been learning and grounding themselves regarding how the Special Education program is operating. She said as the team looked at the ways in which services are provided they have noticed a counter intuitive reaction with students who are taken out of their home districts to attend school somewhere else. Ms. Magee said staff believes inclusion is important for these students and are working to make inclusion for most students a reality. Ms. Magee said Dr. Mary Browning, Coordinator of Inclusive Services, Student Services Division, will work as a Principal on Special Assignment of Inclusive Services, and asked her to present the vision of the services that will be offered beginning at SMCOE’s Early Childhood Education (ECE) Center in San Mateo.

Dr. Browning thanked the Board for the opportunity to step into the leadership role to expand the vision of Excellence and Equity into some of the youngest and most at-risk learners in San Mateo County. She explained those services would engage special education students with typically developing peers using age appropriate and engaging curriculum, giving them access to local communities, and increasing their independence.
STUDENT SERVICES (continued)

Dr. Browning provided the Board with a historical view of SMCOE’s ECE Program, which includes two separate programs:

- **Early Start**
  - Early Intervention services provided to 40-50 children, ages birth to three-years of age
  - Children qualify for solely low incidence services (Deaf/Hard of Hearing; Vision Impairment; Orthopedic Impairment)
  - Stable enrollment- most referrals are generated through newborn hearing screening
  - Prior to 2015, services were delivered primarily at 65 Tower Road, in a segregated setting
  - Since 2015, the program has made gradual shifts towards “natural environment”

- **Preschool**
  - **SMCOE Preschool**
    - Provides special education services to 15-20 children annually
    - Children are identified with Multiple Disabilities or as “Deaf/Hard of Hearing”
    - Declining Enrollment – local districts are increasingly serving students in district-operated special education programs
  - **Sister Agency Preschools**
    - Institute for Human and Social Development (IHSD) Head Start (18-20 children)
    - Early Head Start (16 children)
    - Stella Piccolo (fee for service preschool serving 20-30 preschool age children)
    - Efforts to integrate SMCOE students with typically developing peers have had limited success

Dr. Browning said the ECE Vision for all agencies aligns with SMCOE’s Strategic Plan for Excellence and Equity. This shared vision and guiding principles adopted by all early childhood providers operating at ECE, has an emphasis on: maximizing opportunities for students with diverse learning strengths and needs, socioeconomic backgrounds, ethnicities, and home languages to learn from each other and develop authentic friendships. The ECE Vision will offer a program that will provide opportunities for all students to have access to developmentally appropriate instructional strategies, learning environments and materials, and a common curriculum, aligned with the Preschool Learning Foundations and the Quality Rating Improvement System.

Dr. Browning commented the ECE Vision includes opportunities for staff for all agencies to engage in common professional development and the time to collaborate with a single focus on student success. She said recently SMCOE and IHSD met to look at creative curriculum together. Dr. Browning said they also want to provide family members from all agencies with opportunities to learn how to enhance their child’s development.
STUDENT SERVICES (continued)

Dr. Browning talked about next steps including:

- Partner with Sister Agencies to develop shared vision statement
- Partner with Licensing to identify and address barriers to implementation
- Deepen relationships with existing partners
- Explore opportunities with potential new partners
- Explore adoption of common curriculum
- Schedule opportunities for staff collaboration and training across agencies
- Identify and commit to outcomes (student and program outcomes) for 2017-2018
- Share vision, challenges and successes with the County Board of Education

Dr. Browning said the Goal for Inclusive Services includes implementing changes in a fiscally responsible way, as well as integrating students with Individualized Education Programs (IEPs) with typically developing peers. She said this would work best with a natural occurrence ratio of students with typically developing peers at around 90% and 10% of students with IEPs. Dr. Browning explained SMCOE will generate income for its SMCOE/ECE classes by bringing students in from the districts. She recognizes there needs to be a balance in order to be fiscally sustainable while implementing the quality inclusive vision.

Dr. Browning said SMCOE will measure success by the extent to which the Vision is achieved, and by the extent to which SMCOE/ECE can support local school districts to replicate the SMCOE Lab School model.

Dr. Browning then answered questions from the Board.

Board Vice President Alvaro commended Dr. Browning for her inspiration and care of the children she serves and said she is grateful she is starting this new program.

10. OFFICE OF THE SUPERINTENDENT

a. Receive Report on Special Education Local Plan Area (SELPA)

Superintendent Campbell said she was pleased to introduce Anjanette Pelletier, Senior Administrator, Special Education Local Plan Area (SELPA), who would provide an update on the accomplishments of the SELPA during the 2016-2017 School Year, provide a look at 2017-2018, and address some of the current challenges. Ms. Campbell said SMCOE is blessed to have Ms. Pelletier serve in this role because she is incredibly knowledgeable in the realm of Special Education and very supportive to the districts in San Mateo County. Ms. Campbell said Ms. Pelletier has focused and moved forward an Alternative Dispute Resolution process in San Mateo County. Ms. Pelletier is also establishing an identity both at the state and national levels as a passionate and well-connected advocate for funding and support for students with special needs. She then introduced Ms. Pelletier.
Ms. Pelletier thanked Superintendent Campbell for her introduction, and then introduced Natasha King, Program Coordinator, Mental and Behavioral Health, SELPA, and Karen Breslow, Program Coordinator, SELPA, who would assist with the presentation.

Ms. Pelletier thanked the Board for the opportunity to present the SELPA’s annual report. She said this year she and her team have visited the local school boards to talk about support services and connections. She acknowledged the rest of her team including: Dr. Ben Loewy, Program Coordinator, and the support staff Administrative Assistants Lillian Flores and Manny Topacio, and Minette Manio with Business Services.

Ms. Pelletier noted the SELPA Governing Board is comprised of Superintendents from representative Boards and said with recent changes there will be two new Superintendents with two-year terms.

Ms. Pelletier reviewed the SELPA core functionality mandated by Education Code including:

- Fiscal oversight and grant implementation
- Service delivery and program evaluation
- Professional development
- Interagency coordination
- Compliance support
- Community and parent interaction

Ms. Pelletier talked about the SELPA Goals for 2017-2018 and key-focus areas based on input from Special Education Directors and Administrators from each Local Education Agency:

- Support Local Education Agencies (LEA) in:
  - Monitoring and implementation of high-quality compliant programs
  - Service delivery
  - Professional development
  - Budget planning and oversight
  - Training to enhance alternative dispute resolution
  - Ongoing alternative dispute resolution support in response to compliance (three cohorts this year- San Mateo County, Alameda County and Placer County)

Ms. Pelletier commented she is pleased with outcomes related to their Alternative Dispute Resolution (ADR) work explaining Ms. Breslow kept track of interventions they had done with districts as well as on behalf of districts. She said the estimation is that SELPA staff helped districts prevent due process costs in the range of about $1M. Ms. Pelletier said staff efforts are working.
Ms. Pelletier discussed the Core SELPA Support including:

- Local agency collaboration and communication
  - Watch Me Grow Collaborative – SMCOE partners with and spends quite a bit of time with clinics, social workers, Regional Center, members from Lucille Packard Foundation, and First 5, to talk about children birth to five who may be at-risk for lack of access, lack of success, failure to thrive, because of medical issues, financial issues, mental health, behavioral health, and educational related issues, to further enhance child find activities across the County

- State Legislative and California Department of Education (CDE) workgroup activities
  - Ms. Pelletier Co-chairs the SELPA Association Legislative Committee sponsoring an All Congress Resolution 115 (ACR 115) about rights of persons with disabilities and their access to technology
  - The SELPA Association Legislative Committee is organizing a Sacramento Legislative visit day to stay connected with local representatives for California
  - The CDE just released its Dyslexia guidelines – Ms. Pelletier was on the planning and workgroup committee – she will help local LEAs implement those recommendations

- Federal legislative, reporting and compliance activities

Ms. Pelletier noted Dr. Ben Loewy runs the Licensed Children's Institutions (LCI) Program, which has experienced a lot of change related to the Continuum of Care Reform Movement in California. She said the Department of Social Services is wanting to move students out of congregate care and group homes and trying to find Foster Family homes or Kinship homes if they need a Foster Family placement. Ms. Pelletier said at its highest Dr. Loewy served 29 children in the group settings and now he serves 12 children. More of them are staying with their families, living in Kinship homes and/or are being placed in Foster Family homes. She said Dr. Loewy is responsible for supporting the needs of those youth who are in group homes and foster care and said she is the designee for the SELPA Association, Continuum of Care Reform (CCR) workgroup, and keeps in close contact regarding the impacts of those program on Foster Youth and children who live in group homes.

Ms. Pelletier then asked Natasha King to talk about the Mental Health supports provided to San Mateo County districts.

Ms. King said Mental Health supports have been an important and vital part of the academic programming. Those supports have been increased for San Mateo County districts and include:

- Monthly meetings
- SELPA support for case consultation related to challenging placements and cases
- SELPA representation at Interagency Placement Review Committee (Dr. Loewy)
- SELPA site visits for non-public schools and residential treatment centers
Ms. King reported tools used for Mental Health Monitoring include:
- OWLS Outcomes – transforming behavioral health through measurement based care software
- HealthMaster – software that allows legally appropriate documentation that also provides confidentially
- Support/train in the following areas:
  - Progress monitoring
  - Data collection
  - Documentation
- Build consistency among programs, continuity of care, and strong communication between providers

Karen Breslow said she would talk about support to families and staff and provide an update on the progress of the Resource Parent Council. She reminded the Board this is a council of specially trained parents that provide informational and emotional support to parents within their own districts. She said past challenges of parents being able to participate at community meetings has changed the venue to a growing online community. Ms. Breslow noted they are continuing Saturday and evening workshops so parents are able to access trainings and said district Board Members are participating in the training as well.

Ms. Breslow commented given the fact there is more litigation for special education in San Mateo County, SELPA staff has been working closely with San Mateo County Counsel’s office to address compliance issues and best practices to help teachers when writing IEPs or holding IEP meetings. She said since clerical errors are common, SELPA staff and County Counsel’s office have been holding trainings in the districts to provide specific guidance to help avoid clerical errors. With intensive focus, training and monitoring of key compliance indicators, San Mateo County SELPA has seen a dramatic decrease in errors and overdue IEPs in the past five years.

Ms. Breslow reported the SELPA staff has been a support to the Special Olympics activities such as: bowling; basketball tournaments; and the Superstars and Super Sports Day events.

Ms. Breslow said SELPA staff has been able to visit community agencies more to talk about available resources and make sure these agencies know the staff is available to provide training.

Ms. Pelletier said they wanted to report on data with a focus on Compliance Monitoring from the Federal Government to State Government and finally at the local level, which shows a significant decline in clerical errors in San Mateo County over the past five years. She said there was also monitoring on the timeline for completing IEPs and making sure that every student who is age 16 has a transition plan. Ms. Pelletier said there is still work to do, but the improvements have been positive and reflect the amount of hard work teachers and program managers in the field are doing.
OFFICE OF THE SUPERINTENDENT (continued)

Ms. Breslow reported this has been a year of study, noting she and Ms. Pelletier went to Nashville, Tennessee, and studied Appropriate Dispute Resolution (ADR) at the Straus Institute for Dispute Resolution at Pepperdine University. She said the purpose of the study was to see how to expand services SMCOE SELPA provides to districts, families and community agencies. Ms. Breslow said there is now a full continuum of ADR interventions available in San Mateo County. She said the best solution is always to prevent conflict before it happens, which means building capacity in staff and families, and helping them learn to advocate in a positive way when they interact. Ms. Breslow noted when she reported to the Board about ADR in 2016 she and Ms. Pelletier were facilitating approximately one Dispute Resolution every other week, she said this year they’ve only facilitated four.

Ms. Pelletier said she looks forward to providing the Board with more data next year and invited the Board to make requests or provide ideas because their interests reflect what others would like know about SELPA.

Ms. Pelletier then answered questions from the Board.

b. Adopt Joint Resolution No. 17-34 Endorsing September 2017 as Attendance Awareness Month

Administrator for Board/Superintendent Support and Community Relations Marco Chávez, said he was pleased to present Resolution No. 17-34, Endorsing September 2017 as Attendance Awareness Month. He said in the past SMCOE has successfully messaged the importance of good attendance at school in San Mateo County and will continue that message in future years. Mr. Chávez said SMCOE collaborates with districts and schools in a variety of activities to motivate students and families to attend school regularly. He said SMCOE will provide online resources for schools to develop campaigns to promote regular attendance, and resources to acknowledge good attendance such as: bookmarks, certificates, and letter templates that can be sent home to communicate and commend good attendance.

Mr. Chávez announced this September SMCOE will launch the “In Class Today Attendance Improvement Strategy” in The Big Lift districts. This strategy will emulate the one used in the Attendance Matters Harvard Study that resulted in reducing absenteeism in participating San Mateo County school districts. He said all districts will be encouraged to use the “In Class Today Attendance Improvement Strategy.”

Mr. Chávez then answered questions from the Board.

After a motion by Mr. Hsiao and a second by Ms. Alvaro, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), approved Joint Resolution No. 17-34 Endorsing September 2017 as Attendance Awareness Month.
OFFICE OF THE SUPERINTENDENT (continued)

c. Superintendent's Comments

Superintendent Campbell announced she would provide the Board with a report on the Strategic Plan activities that took place earlier in the day at the next Board Meeting.

Ms. Campbell acknowledged and thanked Board Member Cannon for attending and participating in the Strategic Plan event.

Superintendent Campbell acknowledged and thanked Administrator Chávez for organizing the entire event, especially the facilitated small workgroups that employees participated in. Ms. Campbell said it took a great deal of coordination and thanked Cabinet Members who facilitated the work groups and Executive Assistants Ms. Serpa-Garcia, Karen Williams, Edna Letran and Eileen Gavron, for their efforts on the event.

Superintendent Campbell acknowledged and thanked Board Member Camacho who attended a Digital Divide event, that she also attended, sponsored by the Chicana Latina Foundation. She appreciated Mr. Camacho participated on a panel as a school board member and said he believes school board members need to be advocates for closing the digital divide and help people see the urgency for this to happen. Ms. Campbell said her favorite comment of the day was when Mr. Camacho reminded the students their comments, once considered digital footprints, are no long footprints, but rather digital tattoos because they don’t go away.

Superintendent Campbell reminded the Board of the unexpected event that happened in Millbrae to Dr. Gwenn Lei’s son Henry, and said Dr. Lei brought a card to her earlier in the day from Henry thanking the Board for the books they sent to him to read while he was recovering.

Superintendent Campbell provided the Board with reminders for upcoming events:

- September 8-10, 2017 – CCBE Annual Conference in Monterey
- September 18, 2017 – San Mateo County School Boards Association/California School Boards Association (SMCSBA/CSBA) Meeting and Road Show will take place at Skyline College. This will be a joint meeting between SMCSBA, CSBA Region 5 and the San Francisco Unified School District
- September 27, 2017 – 4Cs Annual Award Event, where Maryanne Patterson will receive the Mary Petsche Visionary Leadership Award. The event will take place at the Devil’s Canyon Brewery in San Carlos

Superintendent Campbell wished Board Member Gerard a happy birthday that she celebrated on August 10th.

Superintendent Campbell wished Administrator Patricia Love a happy birthday that she celebrated on August 2nd.

Superintendent Campbell wished Administrator Franklin Felizardo a happy birthday that he celebrated on August 15th.
Office of the Superintendent (continued)

Superintendent Campbell provided updates on new district superintendents:
- San Carlos – Dr. Baker will join the Cupertino School District – San Carlos is in the process of recruiting
- Jefferson Union High School District named Dr. Terry Ann Deloria as its Superintendent
- San Bruno Park Elementary School District named Dr. Stella Kemp as its Superintendent
- Hillsborough City School District named Louann Carlomango as its Interim Superintendent
- Menlo Park City School District named Erik Burmeister as its Superintendent
- Sequoia Union High School District named Dr. Mary Streshly as its Superintendent

Superintendent Campbell said this year since there are so many new superintendents, coaching will be provided to help them acclimate, provide support, and have the opportunity to share issues of concern. Ms. Campbell said she along with Dr. Wendy Tukloff, who is the new President of the San Mateo County Superintendent’s Association, and Lead Deputy County Counsel Claire Cunningham will lead the sessions for the new superintendents.

Superintendent Campbell requested the Board consider adjourning its meeting in memory of Heather D. Heyer who was killed in Charlottesville, Virginia over the past weekend. She said she hopes as this is done, Ms. Heyer’s death challenges each of us to rise up and exercise our right of freedom of speech and to do so passionately, actively and appropriately, because violence has no place in our public debate. She said if we do so, each one of us will honor Ms. Heyer’s memory and will also insure that freedom of speech remains one of the rights that we hold as Americans.

11. Board Members

a. Discuss/Act on Legislation

Superintendent Campbell commented when she and Board Member Camacho were at the Digital Divide event on Tuesday, August 15, 2017, Assemblymember Kevin Mullin was also in attendance and said he is sponsoring legislation about net neutrality and said she would bring information to the Board at its next meeting.

b. Board Policy Review

1. New and Revised Board Policies – Second Reading and Action
   1. Revised Board Policy: BP 9322 (Conduct of Board Meetings) (Rename BP 9323)

After a motion by Ms. Alvaro, and a second by Ms. Gerard, the Board unanimously approved (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross), Revised Board Policy: BP 9322 (Conduct of Board Meetings) and Renamed this policy to BP 9323.
2. New Board Policy: BP 9323.2 (Actions by the Board)

After a motion by Ms. Alvaro, and a second by Ms. Gerard, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao. Lempert and Ross), approved New Board Policy: BP 9323.2 (Actions by the Board).

3. Revised Board Policy BP 9324 (Minutes and Recordings)

After a motion by Ms. Alvaro, and a second by Ms. Gerard, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao. Lempert and Ross), approved New Board Policy: BP 9324 (Minutes and Recordings).

c. Discuss and/or Act on Nominations for California School Boards Association (CSBA) Directors-at-Large: Director-at-Large American Indian; Director-at-Large Black; Director-at-Large County

No action was taken on this item.

d. Discuss/Act on Designation of the San Mateo County Board of the Education’s Voting Representative at California County Boards of Education (CCBE) Meetings on September 9 and December 1, 2017

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 abstention (Gerard), to designate Ms. Beverly Gerard to be the San Mateo County Board of Education’s voting representative at the California County Boards of Education (CCBE) meetings on September 9 and December 1, 2017.

e. Discuss/Act on Dissolution of the 2017 Ad Hoc Achievement Gap Summit Committee

After a motion by Ms. Alvaro, and a second by Ms. Gerard, the Board unanimously (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert and Ross) approved dissolution of the 2017 Ad Hoc Achievement Gap Summit Committee.

f. Board Member Comments

Mr. Cannon

Mr. Cannon said he appreciated the Strategic Plan Event earlier in the day. Mr. Cannon said it has been satisfying to be involved in the process over the past two years and to see the Strategic Plan come together.

Mr. Cannon acknowledged and thanked Mr. Chávez for the excellent job he did coordinating the Strategic Plan Event.
Mr. Camacho

Mr. Camacho extended his congratulations to Lori Musso on her new position as Associate Superintendent of Human Resources.

Mr. Camacho welcomed Patricia Love, Administrator, Strategy and Communications, to the County Office.

Mr. Camacho reported he attended the Silicon Valley Leadership Group Education (SVLG) Summit with several members of the SMCOE staff. He attended the introductory Keynote Address given by Jeff Duncan-Andrade, Ph.D., Associate Professor of Raza Studies and Education, Administration and Interdisciplinary Studies San Francisco State University, and the Founder of Roses in Concrete Community School in Oakland. Dr. Duncan-Andrade shared videos of an upcoming documentary of the school that shows how innovative practices can be transformative, especially in communities with the greatest needs, and how critical it is to the development of young people. Mr. Camacho appreciated that Dr. Duncan-Andrade said this is a “Lab School” and has opened doors for community members and other teachers to see and learn.

Mr. Camacho reported he attended a session at the SVLG event on the teacher shortage that talked about recruitment, training and retention, and said the numbers of students enrolled in the teaching profession is very low right now with the highest need for teachers in Special Education. Mr. Camacho said he is excited to see the work that SMCOE will continue to do regarding creating sustainable teacher pipelines.

Mr. Camacho said he was honored to be invited to speak at the Digital Divide Roundtable put on by the Chicana Latina Foundation and sponsored by the California Emerging Technology Fund led by Sunne Wright McPeak, President and Chief Executive Officer. He said on the panel he represented education and was inspired by the comments from Superintendent Campbell as well as Dr. Gloria Hernandez-Goff, Superintendent, Ravenswood City School District, who provided a heart-felt plea for all communities to be included in finding solutions to broadband and internet access. Mr. Camacho reported there was also a thought-provoking presentation from a disability advocate who brought up the irony regarding granting access to persons with disabilities or low-income communities because they have to go online to gain access.

Ms. Alvaro

Ms. Alvaro commented on the excellent reports given during the meeting. She thanked Ms. Pelletier for her presentation and noted she hears Ms. Pelletier’s name and comments about how grateful people are for her professionalism and her big heart. Ms. Alvaro said she is proud to say Ms. Pelletier is part of the County Office.
BOARD MEMBERS (continued)

Ms. Alvaro reported she was able to visit The Big Lift Inspiring Summers Program with Superintendent Campbell on July 25, 2017. She said the program is incredible and she enjoyed seeing how engaged the students were even though many people were walking through the classrooms to observe. Ms. Alvaro said at the end of her visit the children had lunch, and during their lunch the Site Principal presented awards for positive behavior to the students who hadn’t received them earlier in the morning, which reinforced positive behavior.

**Ms. Gerard**

Ms. Gerard commented on the quality of the presentations and said information presented to the Board along with the ability to ask questions, helps the Board answer questions when their constituents ask questions of them.

Ms. Gerard congratulated staff members who were recently promoted as well as the newly hired staff. She said it is nice to see movement and new things happening within the County Office.

Ms. Gerard said she looks forward to seeing her colleagues at the California County Boards of Education (CCBE) Conference in early September.

Ms. Gerard thanked her colleagues for the opportunity to be their voting represent at the CCBE and California School Boards Association (CSBA) General Meetings.

**Mr. Lempert**

Mr. Lempert echoed his colleagues’ comments about the presentations.

Mr. Lempert agreed with Ms. Alvaro’s comments regarding Ms. Pelletier. He said it’s important for public servants to be able to explain complex issues as well as clearly respond to complex questions.

Mr. Lempert thanked Superintendent Campbell for the appropriate comments she made for the request to adjourn the meeting.

**Mr. Hsiao**

Mr. Hsiao said all of the presentations made during this meeting were stellar. He said everyone was articulate and knowledgeable and he is proud of the SMCOE staff.

Mr. Hsiao thanked Ms. Alvaro, Mr. Camacho, Superintendent Campbell, Deputy Superintendent’s Waddell and Porterfield for participating in the Outdoor Education Subcommittee meeting prior to the Board Meeting. He said much work has been accomplished in gathering information and the subcommittee will now work on negotiations.
Mr. Ross echoed his colleagues’ comments about the reports, great news on programs in Instructional Services and Student Services.

Mr. Ross said he appreciated hearing about how much the SELPA is doing for San Mateo County and thanked Ms. Pelletier for sharing the accomplishments and what the staff continues to work on.

Mr. Ross reported he had an interesting conversation via video conference, earlier in the day, with STEM Center Director Rebecca Vyduna, and an organization called CodeHS that has grade six through twelve complete Advanced Placement (AP) comprehensive curricula for computer science. He said University of California Davis also has an AP Program like this one, but he is glad that there are other resources available to schools to incorporate into their programs. He said he is glad Instructional Services is eagerly engaged in looking at ways to advance that work.

12. ADJOURNMENT

Board President Ross said that he hesitates to address a topic outside the immediate jurisdiction of the Board, because what happens in Washington D.C. is generally of very little import, and sitting on a soap box is really not useful. But there is a point at which it is necessary to speak out, he said. If people in business need to speak out, and people in nonprofits need to speak out, then certainly those of us in public office, who represent 600,000 citizens in this County, also need to speak out on the record about what is happening.

Mr. Ross said we have a President engaging in dishonest, corrupt and treasonous behavior, giving aid and comfort to an adversary to this country, with nary a discouraging word about an authoritarian leader who wants to make Russia evil again. Mr. Ross added that the President has now also demonstrated that he wishes to give aid and comfort to white supremacists, racists, and Nazis. We come from a county that is more than 40% diverse, and a state that is more than 50% non-white, Mr. Ross said, noting that the Board has a commitment to ensuring safe and supportive schools for this population. President Ross stated that whether we are in business, the nonprofit world, or elected office, there’s a point at which we just have to have the courage to call things as they are. Let’s give ourselves permission to take a position, he said, and let’s declare we stand against this President, we stand against what’s happening in Washington, D.C. and we stand for the defense of Civil Rights, Civil Liberties, and the First Amendment. With that, President Ross said that it is entirely appropriate to adjourn in honor of Heather Heyer and in honor of everything she was there for and everything she stood for in Charlottesville, Virginia.

There being no further business to come before the Board, the meeting was adjourned in memory of Heather Heyer at 9:27 p.m.

Anne E. Campbell, Secretary
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