1. **OPENING ITEMS**

A. **Call to Order**

Board President Hector Camacho, Jr. called the meeting to order at 7:02 p.m.

B. **Approval of Agenda**

Board President Camacho requested item 10.B. be removed from the Agenda due to errors in course descriptions and placed on the February 20, 2019 agenda for action.

After a motion by Mr. Lempert 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 January 16, 2019, agenda as amended.

2. **PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS**

- Mr. Steven Davis, resident of San Mateo, parent and co-founder of snkids.org, a 501C4 organization focused on better outcomes for special needs children, spoke about the SELPA governance structure. Mr. Davis asked the Board to consider converting the
3. **EMPLOYEE OF THE MONTH**

A. January 2019 Employee of the Month, Transportation Team - Dave Muller, Otilio Ordenana, Debra Perli, and Paul Szabo

Board President Camacho recognized the January 2019 Employee of the Month, Transportation Team Dave Muller, Otilio Ordenana, Debra Perli, and Paul Szabo. Mr. Muller and Mr. Szabo were not present to accept their awards, but Mr. Camacho congratulated Mr. Ordenana and Ms. Perli on behalf of the Board and presented them with commemorative picture frames/clocks and checks.

4. **INTRODUCTION OF NEW STAFF**

A. Introduction of James Arcala, Manager, District Business Services, Business Services Division

Deputy Superintendent Denise Porterfield introduced James Arcala, Manager, District Business Services, Business Services Division. Ms. Porterfield shared Mr. Arcala’s experience in business education by way of the New York City Department of Education, the Vallejo Unified School District, and the Oakland Unified School District. She described his passion for his work and her excitement about the skills he brings to the organization.

Mr. Arcala shared he has been working at the San Mateo County Office of Education for two months and thanked the Board for the opportunity to support the students of San Mateo County. He described his work serving as a financial analyst, a grants manager, and a Director of Business Services. In closing, Mr. Arcala stated he has dedicated his life to the business of education and looks forward to continuing as part of the talented team.

B. Introduction of Vinita Singh, Manager, District Business Services, Business Services Division

Deputy Superintendent Denise Porterfield introduced Vinita Singh, Manager, District Business Services, Business Services Division. Ms. Porterfield shared Ms. Singh brings her experience in business education by way of the community college system and the Santa Clara County Office of Education. Ms. Porterfield described Ms. Singh’s calm demeanor and passion for her work.
INTRODUCTION OF NEW STAFF (continued)

Ms. Singh informed the Board she has been in her role since November 2018 and brings ten years of experience in school finances. In her former roles she provided accounting and payroll support services to 31 school districts and was responsible for fiscal oversight for 23 county authorized charter schools in Santa Clara County. Ms. Singh described her experience with budget development. Ms. Singh stated she looks forward to providing support and guidance to all San Mateo County districts.

C. Introduction of Sandra Velásquez, Innovative Learning and Technology Integration Coordinator, Instructional Services Division

STEAM Center Director Robert Wachtel Pronovost introduced Sandra Velásquez, Innovative Learning and Technology Integration Coordinator, Instructional Services Division. He feels fortunate to have found Ms. Velásquez, who comes from the San Jose Unified School District.

Ms. Velásquez shared she is excited to be part of a team of leaders and brings seventeen years of experience in elementary education, the last five years spent building the technology and integration program in 23 elementary schools in the San Jose Unified School District. Ms. Velásquez is looking forward to continuing her work at the San Mateo County Office of Education.

5. APPROVAL OF MINUTES

A. December 12, 2018, Regular Board Meeting

After a motion by Ms. Alvaro and a second by Mr. Ross, the Board approved, by a vote of six in favor (Alvaro, Camacho, Cannon, Hsiao, Lempert, and Ross), none opposed, and one absent (Gerard), the Minutes of the December 12, 2018, Regular Meeting as presented.

6. CONSENT AGENDA

B. Receive Staffing Reports
C. Adopt Joint Resolution No. 19-1 Honoring Daniel Eickmann on His Retirement
D. Adopt Joint Resolution No. 19-2 Honoring Teresita Callado on Her Retirement
E. Adopt Joint Resolution No. 19-3 Endorsing February as National African American History Month
F. Ratify Submission of Project: General Child Care and Development Programs
G. Ratify Submission of Project: Quality Counts California Quality Rating & Improvement System (QRIS) Block Grant
H. Ratify Submission of Project: First 5 IMPACT Region 4 Training & Technical Assistance Hub Implementation
I. Receive Quarterly Report on Complaints, as Required by the Williams Settlement
J. Establish Process for Small School District Purchase of Supplies and Equipment
CONSENT AGENDA (continued)

K. Ratify Submission of Project: Adaptive Physical Education Program Support: Increasing Accessibility
L. Adopt Joint Resolution No. 19-4 In Support of Proposition 58 and the California English Learner Roadmap
M. Authorization of Duties and Responsibilities for Two (2) New Classified Positions: Paraeducator, Special Education

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

7. BUSINESS SERVICES

A. Receive 2017-2018 Fiscal Audit Report

Deputy Superintendent Denise Porterfield introduced Jeff Ira, Certified Public Accountant and Partner with the firm of Chavan & Associates, LLP, to present the 2017-2018 Fiscal Audit Report.

Ms. Porterfield stated according to Education Code, the Board must be presented with annual financial statements, and that Mr. Ira would present the highlights of the report.

Mr. Ira shared the good news of a smooth audit with no findings or compliance issues, a tribute to Ms. Porterfield and her staff. He commended the Board on being cognizant of finances and running a model office. Mr. Ira noted the largest adjustment was due to the State Department of Finance indicating the excess property tax funds would have to be set up as a liability. He explained that as a result, it looks like the fund balance went down, but in actuality it did not. He attributed SMCOE's excellent fiscal management to the open communication across the organization, including the Board, the Superintendent, and Business Services. Mr. Ira then shared the undesignated fund balances and available reserves are consistent and well above expectations.

Mr. Ira then answered questions from the Board.

B. Receive Report on 2019-2020 Governor's Budget Proposal

Board President Camacho introduced Deputy Superintendent Denise Porterfield to present the 2019-2020 Governor's Budget Proposal.

Ms. Porterfield explained that on Thursday, January 10, 2019, Governor Gavin Newsom unveiled his first proposed State Budget for the 2019-2020 fiscal year. She explained his budget is based on an expanding, but slowing, economy and a budget surplus.
Ms. Porterfield explained the Governor’s budget includes a commitment to the Local Control Funding Formula (LCFF) and providing the statutory cost-of-living adjustment (COLA). She explained additional Proposition 98 funds would address specific purposes and are not at the discretion of local educational agencies (LEAs).

Ms. Porterfield explained the Proposition 98 guarantee is estimated to have an increase of $2.8 billion dollars bringing the total to $63 billion. In comparison, the increase in 2016-2017 was $6 billion and in 2018-2019 it was almost $4 billion.

Ms. Porterfield explained COLA is expected to be 3.46%, which accounts for roughly $2 billion of the Proposition 98 increase, and is applied to the LCFF, Special Education, Child Nutrition, Preschool, Foster Youth, and a number of other programs outside of the LCFF funding. She related that the spending capacity of the districts will continue to be challenged even with the increase. Ms. Porterfield shared the higher COLA will not increase the funding at the County Office, except for the ADA-driven programs, which are very small.

Ms. Porterfield elaborated that within Proposition 98, Governor Newsom provides $20.2 million to County Offices outside of LCFF to be used in supporting districts identified to be receiving Differentiated Assistance. The funds will be distributed on a three-year rolling average formula adopted in the 2018-2019 State Budget. She explained the Governor also proposes $576 million to support expanded Special Education services and School Readiness supports for Local Education Agencies (LEAs). School districts, charter schools, and County Offices of Education are eligible to receive these funds. The distribution will be formula-based and will support LEAs with high percentages of students with disabilities and unduplicated student counts. Ms. Porterfield indicated the funds are to be used outside of the Individual Education Plan (IEP) to support Special Education such as earlier identification and intervention for students that can help manage future costs.

Ms. Porterfield next explained that Governor Newsom provides a significant investment in Early Childhood Education and Early Learning on the non-Proposition 98 side of the budget, including $124.9 million for Universal Preschool, $750 million in onetime funds to expand full day kindergarten, $200 million in home visit programs, and $490 million in one-time child care facilities.

Ms. Porterfield said Governor Newsom also proposes to pay $3 billion in one-time non-Proposition 98 funds to buy down the CalSTRS employer contribution rate. He is proposing to pay $350 million in 2019-2020 to pay the rate down by 1%, reducing the rate from 18.13% to 17.1%, pay $350 million in 2020-2021, reducing the rate from 19.1% to 18.1%, and in the third year pay the remaining $2.3 billion against the school fund liability. Ms. Porterfield conveyed the Governor’s budget is expected to decrease the unfunded liability by $6 billion and also pays $1.1 billion above the required $3.3 billion against the State share of STRS liability. This plan relieves tension for school districts equating to roughly $60 per student. She noted
these rates are in statute right now and there may have to be some future adjustments to ensure the rates collected by STRS. In addition, Governor Newsom is providing $3 billion to CalPERS for the State workers area only.

Ms. Porterfield summarized that Governor Newsom takes a holistic approach to the needs of the state and although he presents a strong budget, the funds available leave very little room for negotiation. For education this includes COLA and Special Education dollars, and outside of Proposition 98, pension payments, and child care. She explained the trailer bill language is expected on or before February 1, 2019.

Ms. Porterfield then answered questions from the Board.

8. **LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)**

   A. Receive 2019-2020 Local Control Accountability Plan (LCAP) and Budget Development Timeline

   Board President Camacho introduced Deputy Superintendent Denise Porterfield to present the 2019-2020 Local Control Accountability Plan (LCAP) and Budget Development Timeline.

9. **INSTRUCTIONAL SERVICES**

   A. Receive Report on Differentiated Assistance for Qualifying San Mateo County School Districts

   Board President Camacho noted a speaker card was received for this item.

   - Mr. Steven Davis shared his concerns about the 5x5 CA School Dashboard colored grid, which reflects areas in which education in the state is in poor condition and deep trouble. He discussed students in the English-Language Arts program in his district fall 100 points below average/acceptable which equates to 4-5 years behind. However, because they improved by 7 points last year and are considered “orange” they are no longer designated for assistance. He also shared suspension information in regards to Special Education students, citing that 11% of students are classified as Special Education but 22-25% of suspensions are accounted for by Special Education students. He summarized by cautioning about the way the state triages educational concerns.

   Board President Camacho introduced Interim Associate Superintendent Modell Marlow Andersen, who introduced David Brashear, Director, Systems of Support, to provide background information on Differentiated Assistance and the County Office of Education’s role in supporting eligible districts.
INSTRUCTIONAL SERVICES (continued)

Mr. Brashear updated the Board on the State’s accountability system, specifically the results from the California Dashboard and the districts eligible to receive County Office support, which the State refers to as Differentiated Assistance. He shared the Dashboard was released at the end of November 2018 and outlines performance in eight priority areas as defined by state statute. He elaborated that for the state indicators, the color is assigned based on current status and performance level, combined with the change from the prior to current year. Mr. Brashear shared the Dashboard’s changes, additions, and deletions, including the following:

In San Mateo County Elementary School Districts:
- Bayshore is absent from the list having shown improvement from the previous year and therefore is no longer eligible for Differentiated Assistance
- Ravenswood remains in Differentiated Assistance, but only for one of two student groups, African-American students, who demonstrated growth under Priority 6 and went from red to orange for school climate and suspension rate (improvement noted across the entire district) and English/Language Arts
- Brisbane, Burlingame, Redwood City, and San Mateo-Foster City are all new districts eligible to receive assistance
- Priority 5 - Student Engagement is a new data point and is the first time it is being tracked on the Dashboard

In San Mateo County High School Districts,
- All three High School Districts are eligible for assistance
- Last year San Mateo Union High School was eligible but based on the performance of a different student group than in the current year
- Last year Sequoia Union High School was eligible for only one student group, Pacific Islander students, who are eligible again along with five additional groups
- There are two new areas for high school districts – Priority 4 Student Achievement and Priority 8 College and Career Indicator

In San Mateo County Unified School Districts,
- South San Francisco is again eligible based on the performance of Students with Disabilities plus two additional student groups, students who qualify as homeless and students who identify as African American

Mr. Brashear summarized that the Dashboard identified these nine districts as eligible to receive assistance from our County Office. He and Superintendent Magee met with the nine Superintendents and answered questions, clarified reasons for needing assistance, and explained the process in providing Differentiated Assistance. Mr. Brashear said he would be working alongside these districts from now until March to discover the root causes of these results and zero in on student groups most needing support.
INSTRUCTIONAL SERVICES (continued)

He described assistance as “differentiated” because schools can be assisted in a myriad of ways: systems can be redesigned, implementation of changes can be monitored, continuous improvement cycles can be set up to monitor specific support, experts/specialists can be identified, and resources can be aligned to best meet student needs based on the specifically identified priority.

Mr. Brashears then answered questions from the Board.

10. STUDENT SERVICES

A. Receive San Mateo County Office of Education School Accountability Report Cards (SARCs) for Court and Community Schools and Special Education

Board President Camacho introduced Associate Superintendent Jeneé Littrell to present the San Mateo County Office of Education School Accountability Report Cards (SARCs) for Court and Community Schools and Special Education and answer any questions.

Ms. Littrell explained that under Proposition 98, SARCs must be created each year for each school program, as a way for stakeholders and parents to have access to SMCOE student data and gain understanding about how students are achieving in our schools. She reminded the Board that SARCs must be posted by February 1, 2019 for the 2017-2018 academic year.

B. Discuss/Act on Approval of Online Courses Through Edgenuity for Court and Community Schools Program

Board President Camacho reminded the Board and audience members that this item was removed from the agenda and will be added to the February 20, 2019 agenda.

11. OFFICE OF THE SUPERINTENDENT

A. School Board Recognition Month

Superintendent Magee honored the work of the Board with the County Office, highlighting the Board’s success in:

- Representing the community’s diverse beliefs and values
- Adopting policies to ensure a safe and appropriate education environment is provided for all students
- Making student achievement a priority
- Participating in board training and development
Superintendent Magee thanked the Board for all the unique roles they play in the community including:

- Speaking out and standing up for every student’s success
- Supporting school leaders and strong governance
- Advocating for policy and demanding progress
- Celebrating successes
- Shining spotlights on SMCOE’s staff, supporting their hard work
- Planting seeds of innovation and change
- Working as a dynamic team
- Staying focused on what matters most – SMCOE’s vision on equity and excellence in education for every student, teacher, and school

Superintendent Magee discussed the role of County Offices of Education in the System of Support, and the impact of Differentiated Assistance, LCAP oversight, and our partnership with the California Collaborative for Educational Excellence. In summary, she thanked the Board for their leadership and distributed chocolate bars wrapped as golden tickets as a symbol of this “golden opportunity” to work together.

B. Superintendent’s Comments

Superintendent Magee began by thanking the team in the Superintendent’s Office for their work in producing their first board packet.

Superintendent Magee discussed her upcoming service on the San Mateo County Census Steering Committee, with the goal to reach as many people as possible for the 2020 Census. She elaborated on the serious fiscal consequences of missing people in the counts, and how it would reduce federal funding levels.

Superintendent Magee spoke about the leadership of Associate Superintendent Littrell and the Student Services Team to educate school districts on the definitions of, and laws around, students who may qualify as homeless. The team has a meeting on February 25, 2019, and SMCOE is partnering with the Chan-Zuckerberg Foundation and Star Vista on this work. She shared that anyone interested in participating is welcome to attend by contacting Associate Superintendent Littrell.

Superintendent Magee discussed her participation in the SMC Superintendent’s Leadership Group with guest lecturer Michael Kirst. She said it was an interesting afternoon learning more about how the new Governor will organize his office and handle the relationship with the California State Board of Education.

Superintendent Magee spoke about her recent attendance at the 17th District PTA Superintendent’s Luncheon and noted the large check displayed in the hallway. She described how the Luncheon honored the Superintendents and the PTA membership and recognized the number of volunteer
hours contributed by parent volunteers in school districts, which had a value equivalent to $17 million.

In closing, Superintendent Magee mentioned a few items for Board members to put on their calendars, including the:

- Annual Coalition for Safe Schools and Communities Breakfast on January 23, 2019
- Preliminary Administrative Services Credential Cohort 3 Graduation on February 26, 2019
- The Next Big Think (formerly the STEM Fair) on March 3, 2019
- 50th Anniversary of Outdoor Education on March 9, 2019

12. BOARD MEMBERS

A. Discuss/Act on Legislation

There was no legislation to discuss.

B. Discuss/Act on 2019 Board Committee Assignments

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<td>1. Ad Hoc LCAP/Budget Advisory Committee for 2019/2020</td>
<td>Mr. Camacho (Chair)</td>
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<td>Mr. Cannon</td>
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<td>Ms. Gerard</td>
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<td>2. Educator Recognitions</td>
<td>Mr. Camacho</td>
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<td>3. San Mateo County School Boards Association (SMCSBA) Area Representative</td>
<td>Mr. Camacho</td>
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<td>4. Superintendent’s Salary Committee</td>
<td>Mr. Camacho (Chair)</td>
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C. Discuss/Act on Board Compensation

Board President Camacho opened the floor to comments and questions from the Board regarding the maximum allowable salary for Board members per Board Policy and driven by Education Code. Superintendent Magee shared SMCOE is a Class 3 County with enrollment between 60,000 and 139,000 students along with northern counties Solano, Sonoma, Stanislaus, Tulare, Monterey, and Placer. Southern Class 3 Counties include Santa Barbara and Ventura. The Board discussed the 5% cap and prior year decisions to not raise the salary since 2012. Board members specifically noted that given the absence of a raise since 2012, a 5% increase for 2019 equates to less than 1% each year over the past seven years.
After a motion by Ms. Alvaro and a second by Mr. Cannon, the Board approved, by a vote of six in favor (Alvaro, Camacho, Cannon, Hsiao, Lempert, and Ross), none opposed, and one absent (Gerard), to raise the salary 5% to $347.29 per month.

D. Board Member Comments

Ms. Alvaro

Ms. Alvaro apologized for arriving late to the meeting due to traffic conditions, congratulated Ms. Perna on putting the Board packet together, wished a Happy Birthday to Associate Superintendent Musso, and expressed interest in attending the Preliminary Administrative Services Credential Cohort 3 Graduation. She discussed her recent attendance at Coastside Big Lift Collaborative meetings and shared the organization’s upcoming Resource Fair for parents of preschool students on Saturday March 2, 2019, from 1-4 pm at the Half Moon Bay Library. The event will include demonstrations, lectures, and classes for parents focusing on Big Lift strategies and goals.

Mr. Ross

Mr. Ross congratulated Ms. Perna on the meeting setup and expressed that the past year has gone by so quickly it seems the Board had just signed up for their 2018 Committee assignments. He thanked Mr. Davis for speaking and for his engagement in the issues discussed, including the Dashboard and working with Special Education students. He expressed the Board’s passion for assisting districts to help all students achieve as a theme of their work.

Mr. Lempert

Mr. Lempert congratulated Ms. Perna on a job well done in her second meeting and shared he is looking forward to the Board-Superintendent Retreat. He shared his thoughts on topics discussed earlier in the evening, including the CA System of Support, overseeing all districts in LCAP, and the task of holding districts accountable.

Mr. Hsiao

Mr. Hsiao wished the Board a Happy New Year, shared his excitement for the upcoming year, and agreed with Mr. Ross about how fast the past year had gone by. He thanked all presenters from the evening and appreciated the good news from Sacramento, although he feels trepidation about what may happen with the economy.

Mr. Cannon

Mr. Cannon thanked Ms. Perna for keeping the Board on track and for her work in preparing for
the Board meeting. He shared his regret that he did not express greater appreciation at the previous meeting to Ms. Alvaro for her work as Board President during the past year and for all of her years as a Board member. He praised her superb memory and her acting as conscience for the group. Mr. Cannon complimented Board President Camacho as a wonderful educator and expressed how glad he is that Mr. Camacho will serve as President.

He then shared his excitement to serve on the Safety Committee with Associate Superintendent Littrell. Lastly, he requested that Superintendent Magee provide updated information on the interview process for Associate Superintendent, Instructional Services Division. Superintendent Magee discussed the use of an outside recruiting firm to attract the highest quality candidates, either internal or external. She feels there are excellent candidates who completed screening interviews this past week, and is looking forward to internal and external panel interviews. She expected the process to conclude by the second week in February.

Mr. Camacho

Board President Camacho thanked Ms. Perna and the Superintendent’s team for producing the first Board packet together, and shared he looks forward to the next meeting. He thanked Superintendent Magee for keeping in close contact and Ms. Alvaro for helping prepare him for his new role. He then thanked and expressed his appreciation for all of the knowledgeable presenters and everyone stepping into new roles during this transitional time.

Board President Camacho provided San Mateo County School Boards Association (SMCSBA) updates, discussing the events of the CSBA conference and how subsequently a contingency from Region 5 met with CSBA Executive Director Vernon Billy, President Emma Turner, and General Counsel Kathryn Meola. He explained that SMCSBA voiced concerns over the labor strike occurring in the meeting space which impacted Alisa McEvoy’s potential election for CSBA Vice-President.

He feels fortunate that CSBA is under the leadership of Ms. Turner and is eager to focus on how the region can further its agenda in partnership with CSBA.

Board President Camacho also explained about the SMCSBA Legislative Committee’s recent meeting which produced a letter outlining its agenda for local legislators. He shared that Assembly Members Kevin Mullin and Phil Ting recently hosted an open house, and Assemblyman Mullin agreed there is an issue with funding in education. Board President Camacho said he volunteered to be trained and participate in the San Mateo County Homeless Population Count on January 31, 2019 which will help ensure accuracy in the upcoming Census.
13. **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:13 p.m.

Nancy Magee, Secretary

jlp