Measuring Date: April 17, 2019

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

Board Members Present: Susan Alvaro, Hector Camacho, Jr., Jim
Cannon, Beverly Gerard, Rod Hsiao, Ted
Lempert, Joe Ross

Staff Officials Present: Nancy Magee, Secretary
Claire Cunningham, Chief Deputy County Counsel
Jennifer Perna, Executive Assistant

Other Staff Present: Jennifer Frentress, Molly Henricks, Jeneé
Littrell, Patricia Love

1. OPENING ITEMS

   A. Call to Order

   Board President Hector Camacho, Jr. called the meeting to order at 8:06 p.m.

   B. Approval of Agenda

   After a motion by Ms. Gerard and a second by Mr. Lempert, the Board unanimously (Alvaro,
   Camacho, Cannon, Gerard, Hsiao, Lempert, and Ross) approved the April 17, 2019, agenda as
   presented.

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

   There were no persons wishing to address the Board.

3. APPROVAL OF MINUTES

   A. April 3, 2019, Regular Board Meeting

   After a motion by Ms. Alvaro and a second by Mr. Lempert, the Board unanimously (Alvaro,
   Camacho, Cannon, Gerard, Hsiao, Lempert, and Ross) approved the Minutes of the April 3, 2019,
   Regular Meeting as presented.
4. **CONSENT AGENDA**

   B. Receive Staffing Reports  
   C. Adopt Joint Resolution No 19-12 Honoring San Mateo County Office of Education Certificated and Classified Employees

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

5. **STUDENT SERVICES**

   A. Discuss/Act on Comprehensive School Safety Plan Pending Approval of Tactical Portion in Closed Session

Board President Camacho introduced Deputy Superintendent Jeneé Littrell who described the Comprehensive School Safety Plan for the 2018-2019 school year. She explained how Molly Henricks, Coordinator of School Safety and Risk Prevention, has been working with school sites to ensure the Comprehensive School Safety Plan contains all required elements, and staff and Principals are fully aware of protocols and best practices.

Deputy Superintendent Littrell said the Comprehensive School Safety Plan includes processes, procedures, and policies, and reflects applicable Education Code and laws. Deputy Superintendent Littrell said in the process of updating the plan, staff had identified several Board Policies which needed updating. She is working with Chief Deputy County Counsel Cunningham and Acting Administrator Andersen to update those Board Policies for Board consideration and review. She expects to bring the new and updated Board Policies for the Board’s consideration no later than September.

Ms. Alvaro thanked Deputy Superintendent Littrell and inquired whether door locks had been installed at the school sites. Superintendent Magee explained there would be a report on facilities in Closed Session.

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 public portion of the Comprehensive School Safety Plan Pending Approval of the Tactical Portion in Closed Session.

6. **OFFICE OF THE SUPERINTENDENT**

   A. Superintendent’s Comments

Superintendent Magee congratulated Coordinator Lei for her work organizing the *San Mateo County Reads: One Book, One County* events. She remarked at the engaging presentation by the novel’s co-creators earlier in the evening. Superintendent Magee described how Coordinator Lei and her team, along with the co-creators of *March*, Andrew Aydin and Nate Powell, visited Taylor Middle School and Sequoia High School earlier in the day for additional book-related events with
students, and that the following day they would be presenting at Hillcrest School and a school in South San Francisco.

Superintendent Magee recalled how the larger project, Project Solutionaries, was spearheaded by Coordinator Lei and supported by former Deputy Superintendent Waddell, who took a team to Sacramento to meet with County Superintendent Dave Gordon. She further explained how the SMCOE civic action project was modeled after and influenced by the work at the Sacramento County Office of Education. Superintendent Magee thanked the Board for being flexible with tonight’s meeting start time enabling interested Board Members to participate in the One Book, One County kickoff event.

Superintendent Magee noted that 15 staff members across various divisions, including Instructional Services, Student Services, and the Special Education Local Plan Area (SELP A), were currently away participating in the Carnegie Improvement Science training. Superintendent Magee also noted many staff from Business Services were in San Diego at the California Association for School Business Officials (CASBO) conference.

Superintendent Magee shared that earlier in the day, the second annual Employee Survey, part of the strategic plan, was released, in order to gather feedback from all SMCOE employees. She described the extensive work done by Administrator Love and her team to retool the survey and prepare it for distribution. Superintendent Magee explained the survey is again being provided in three languages, English, Spanish, and Filipino, to assist all employees in feeling comfortable with the information. She also discussed how the Power Point attached to the survey elaborates on the many steps taken in response to the feedback provided in last year’s survey. Superintendent Magee said results of the survey would be shared with the Board once the data was collected and analyzed.

Superintendent Magee referred to a handout distributed to the Board entitled “Equity Institute: Communities of Belonging.” She explained in the third week of June, she, along with all Division heads, Deputy Superintendents Littrell and Porterfield, and Associate Superintendents Musso and Frentress will attend this training led by Dr. Nancy Dome of Epoch Education. Superintendent Magee discussed SMCOE has done work with Epoch Education in the past, including participation by the Cultural Humility training group who completed a year-long online training under Dr. Dome’s leadership.

7. **BOARD MEMBERS**

   A. **Discuss/Act on Legislation**

Mr. Ross suggested the outcome of the Legislative Committee meeting with Senator Hill on Friday be discussed at the next Board Meeting.
Ms. Gerard

Ms. Gerard shared her enjoyment of the evening’s *San Mateo County Reads: One Book, One County* event, relating it added meaning to the Civil Rights movement and the way we communicate with younger generations about reading. She enjoyed learning about the comic book concept playing a role in the author’s life and how he made that format available for all students.

Mr. Hsiao

Mr. Hsiao echoed Ms. Gerard’s positive comments about the *San Mateo County Reads: One Book, One County* event. He described the co-author pointing out John Lewis was inspired by a short comic book edited by Martin Luther King, Jr., and how he wrote *March* as a sequel explaining what happened after the bus boycotts. Mr. Hsiao shared how *March* is carrying a legacy forward and making the concepts more accessible to young people.

Mr. Cannon

Mr. Cannon shared he had an excellent time at the *San Mateo County Reads: One Book, One County* event and congratulated Mr. Hsiao and Superintendent Magee on their comments. He noted that the leadership of the County Office evident in tonight’s event is only one example of the ever-growing presence and leadership of the County Office.

Ms. Alvaro

Ms. Alvaro shared her enjoyment of the Online Board Calendar and asked if notifications or emails would be sent when new items are added. Administrator Love and Ms. Perna commented they would look into that functioning. She related she no longer needed a printed version of the calendar and congratulated the team in the Superintendent’s Office for their hard work.

Mr. Ross

Mr. Ross stated he had nothing to report but thanked Superintendent Magee for organizing the meeting with Senator Hill upcoming on Friday.

Mr. Lempert

Mr. Lempert had nothing to report.

Board President Camacho

Board President Camacho noted the previous week he was a panelist for the California Emerging Technology Fund, a group trying to increase access to affordable Broadband internet in
community which lack regular access. He stated the group would be contacting Superintendent Magee’s office seeking to partner with schools.

8. **CLOSED SESSION: COMPREHENSIVE SCHOOL SAFETY PLANS: TACTICAL PORTION (Education Code section 32281(f) and Government Code Section 54957(a))**

   A. Persons Wishing to Address the Board on Closed Session Agenda Items

   There were no persons wishing to address the Board.

   B. Convene to Closed Session

   The Board convened to Closed Session at 8:25 pm.

   C. Report on Facility Upgrades for Improved School Security

   D. Discuss/Act on the Comprehensive School Safety Plans: Tactical Portion (Education Code section 32281(f) and Government Code section 54957(a))

   E. Reconvene to Open Session and Report on any Action Taken in Closed Session

   The Board reconvened in Open Session at 9:54 p.m. After a motion by Ms. Gerard and a second by Mr. Lempert, the Board unanimously approved (Alvaro, Camacho, Cannon, Gerard, Hsiao, Lempert, and Ross), the Comprehensive School Safety Plans: Tactical Portion (Education Code section 32281(f) and Government Code section 54957(a)).

9. **ADJOURNMENT**

   There being no further business to come before the Board, the meeting was adjourned at 9:56 p.m.

   Nancy Magee, Secretary

   jlp