MINUTES OF THE SAN MATEO COUNTY BOARD OF EDUCATION

Meeting Date: April 5, 2023
Meeting Location: San Mateo County Office of Education
                  101 Twin Dolphin Dr.
                  Redwood City, California 94065
Board Members Present: Chelsea Bonini, Hector Camacho, Jr., Jim
                         Cannon, Beverly Gerard, Hugo Torres
Board Members Absent: Susan Alvaro, Ted Lempert, Seth Weinfield
                      (Youth Commission Liaison)
County Attorney Present: John Nibbelin, County Attorney
Staff Officials Present: Nancy Magee, Secretary
                        Jennifer Perna, Executive Assistant
Other Staff Present: Kevin Bultema, Marco Chávez, Niambi Clay, Patricia
                   Love, Kris Shouse, Mary Yung

1. OPENING ITEMS
   A. Call to Order

   Board President Beverly Gerard called the meeting to order at 7:05 p.m.

   B. Approval of Agenda

   After a motion by Board Member Cannon and a second by Board Member Camacho, the April 5,
   2023, agenda as presented was approved by a vote of five in favor (Bonini, Camacho, Cannon, Gerard,
   and Torres) and two absent (Alvaro and Lempert).

2. PUBLIC COMMENT

   The following speakers provided live public comment:

   • Misty Seago, SMCOE teacher
   • Christian Morales, SMCOE staff member and California School Employees Association
     (CSEA) 887 Vice President
3. **CEREMONIAL SWEARING IN OF NEW SAN MATEO COUNTY BOARD OF EDUCATION MEMBER HUGO TORRES**

   A. Ceremonial Swearing in of New San Mateo County Board of Education Member Hugo Torres

   Board President Gerard administered the Oath of Office to new San Mateo County Board of Education member Hugo Torres.

4. **APPROVAL OF MINUTES**

   A. March 15, 2023, Regular Board Meeting

   After a motion by Board Member Bonini and a second by Board Member Cannon, the Minutes of the March 15, 2023, Regular Board Meeting as presented were approved by a vote of five in favor (Bonini, Camacho, Cannon, Gerard, and Torres) and two absent (Alvaro and Lempert).

5. **CONSENT AGENDA**

   B. Receive College and Career Access Pathways (CCAP) Dual Enrollment Agreement for Court and Community Schools

   After a motion by Board Member Bonini and a second by Board Member Cannon, the Consent Agenda was approved by a vote of five in favor (Bonini, Camacho, Cannon, Gerard, and Torres) and two absent (Alvaro and Lempert).

6. **EDUCATIONAL SERVICES DIVISION**

   A. Receive Presentation on the Bridge Authorization for Education Specialists

   Winnie Hardie, Executive Director, Teacher and Administrator Development, Educational Services Division; Sarah Notch, Executive Director, Special Education and Instruction, Educational Services Division; and Dr. Mary Yung, Executive Director, Special Education Local Plan Area (SELPA), presented on the Bridge Authorization for Education Specialists.

   Board Member Torres asked if teachers would have additional opportunities to participate. Executive Director Yung shared some teachers could not attend the scheduled sessions, but there would likely be future sessions offered to capture those teachers who could not participate.

   Board Member Bonini asked if the Commission on Teacher Credentialing (CTC) was putting recommendations from 2015 in place because there are more inclusive settings for students with different types of disabilities within the same classrooms or within the general education setting. Executive Director Yung replied that the CTC’s goal is for all teachers to receive common
EDUCATIONAL SERVICES DIVISION (continued)

preparation, across general education and special education, in order to serve all students, with or
without disabilities.

Board Member Cannon asked for clarification on the practical application and legal requirements of
this authorization. Executive Director Notch confirmed there are legal requirements and explained how
credentials must be appropriately matched to the population served. This new authorization allows for a
greater level of flexibility for teachers to serve students in the least restrictive environment.

Board Member Cannon asked if it was required for teachers to have this training in order to renew
credentials. Executive Director Notch explained that credentials are renewed every five years by
paying a fee to the CTC. This authorization expands upon previous credentials to provide more
options but is not a requirement.

B. Receive Annual Report from Oxford Day Academy (ODA)

Jeff Schmidt, Coordinator, District Improvement and Support, Educational Services Division,
introduced Latrice Bennett, Head of School, Oxford Day Academy (ODA), who provided the
annual report from ODA.

Board Member Bonini asked how many students attend ODA and how that varies by grade level.
Ms. Bennett replied that there are approximately 108 students, evenly spread by grade level, except
for the ninth grade, which was a little lower this year.

Board Member Bonini discussed how the students are doing in the more traditional school model of
their colleges and universities. Ms. Bennett explained that for former students currently attending
universities, retention rates are strong. Students report that being able to cultivate their
independence in the instructional model at an early age helped them at the university level.

Board Member Torres asked for elaboration on student internships. Ms. Bennett explained that
starting in eleventh grade, the students must have a year-long internship, which they are allowed to
choose. Students intern with the Boys and Girls Club, a local women’s group to provide feminine
products, the More Active Girls in Computing (MAGIC) program, catering to girls in technology,
and within the school helping teachers or supporting English Language Development (ELD)
classes. Twelfth graders complete a year-long impact project, which is community service.

Board Member Torres referred to the teacher pathway and asked if the team was looking to expand
learning pathways to include other careers options. He explained that TIDE Academy has pathways
for business and engineering. Ms. Bennett explained that the ODA pathway is focused on education
careers but has not expanded much beyond that.

Board Member Camacho complimented and congratulated ODA on their six-year Western
Association of Schools and Colleges (WASC) accreditation and asked if there were conversations
with the local districts and schools about bringing their instructional model and approach to other
schools. Ms. Bennett shared there has been some talk about this, and collaboration is increasing
with neighboring schools.
EDUCATIONAL SERVICES DIVISION (continued)

Board Member Camacho asked what year ODA was in for the five-year authorization from the County Office. Superintendent Magee clarified that the law changed and it is now a seven-year authorization. Ms. Bennett confirmed that ODA is up for authorization in 2027.

Board Member Camacho referred to the Mindsets, Essential Skills, and Habits (MESH) data collection done twice per year and asked what was included in the survey. Ms. Bennett confirmed it focuses on topics such as academics, school engagement, school safety, connectedness to the community, and student ideas on how they are developing as learners.

Board Member Cannon also congratulated ODA on their WASC accreditation which is a real accomplishment.

Board Member Cannon asked for additional information on the mental health services provided to students. Ms. Bennett explained in ODA’s approach to mental health and wellness, a student’s first point of contact is the social-emotional learning coach, the strongest relationship that students develop. The coach determines whether the student needs additional services and support and may reach out to Adolescent Counseling Services (ACS), with whom ODA contracts to provide on-site counseling services. ODA has also emphasized the need for bilingual counselors so language is not a barrier to accessing services.

Board President Gerard asked about the student to counselor ratio. Ms. Bennett responded it was 14:1. Board President Gerard commented that was excellent, considering some schools have 200-300 students per counselor.

Board President Gerard asked for more details on the referral process for students who need additional mental health services. Ms. Bennett stated the team meets with the student and shares their concerns, and the next steps depend on the circumstances. At times, counseling can be a disciplinary action because ODA does not suspend, and students are encouraged to meet with a counselor to learn coping skills.

Board President Gerard referred to the student enrollment of 108 students and asked if that was full capacity for the current facility. Ms. Bennett confirmed it was and since they are projecting higher capacity next year, they have grown out of that space. Board President Gerard asked if they were looking for a larger or additional facility. Ms. Bennett explained that they will be expanding to the Green Street Educational Center through their Proposition 39 request for facilities with Sequoia Union High School District.

Board President Gerard recalled visiting ODA a few years ago and described how it was an impressive experience. Her student guide took her all over the campus. Ms. Bennett noted she has been working with Superintendent Magee to find a date when the Board members can visit.

7. OFFICE OF THE SUPERINTENDENT
   A. Receive Update on SMCOE’s 2022-2027 Strategic Plan and Stakeholder Engagement
Superintendent Magee presented an update on SMCOE's 2022-2027 Strategic Plan and Stakeholder Engagement.

Board Member Cannon commented on the ambitious programs and noted it was encouraging that staff was working to improve on the problems and concerns highlighted in previous surveys.

Board Member Torres asked about the committees for the Strategic Planning. Superintendent Magee explained that committees were organized by the strategic priority areas. There were approximately 15-20 staff members on each committee, with a representative from each committee also serving on the steering committee.

B. Superintendent’s Comments

Superintendent Magee began by welcoming Board Member Torres, noting how seamlessly he has engaged in the process.

Superintendent Magee said she looked forward to seeing Board Member Bonini and Board Member Torres the following evening at the College of San Mateo President’s Advocacy Council Fundraising Dinner.

Superintendent Magee congratulated the team working on the Bridge Authorization for Education Specialists for their collaboration, as well as their calling out of the Business Services Team. She emphasized that all County Office efforts are backed up by the Business Services Team and it is wonderful to acknowledge them as well.

Superintendent Magee shared that the Association of California School Administrators (ACSA) was celebrating their annual leadership awards that evening. There were several leaders across the county being recognized in different categories, including Dr. Shawnterra Moore, Superintendent, South San Francisco Unified School District, as the Region 5 Superintendent of the Year. Superintendent Magee described Superintendent Moore as an amazing colleague for whom she has tremendous respect, and she is thrilled that Superintendent Moore is representing the region this year as Superintendent of the Year.

Superintendent Magee updated that Board on the board policy development work, noting that the goal was to ensure all policies are completed and uploaded to the platform prior to the next CSBA quarterly update in June.

Superintendent Magee congratulated the school staff who are on break all week, expressing hopes that they are relaxing and having fun in order to refresh the spirit. She also wished those observing religious and cultural traditions throughout the current and upcoming week a peaceful and restorative spring holiday.
8. **BOARD MEMBERS**

A. **Discuss/Act on the Appointment of an SMCOE Member to the Special Education Local Plan Area (SELPA) Community Advisory Committee (CAC)**

Superintendent Magee informed that this item was a response to a request from Board Member Bonini in November about appointing a local member to the Community Advisory Committee (CAC). The CAC acts as an advisory board to the SELPA governing board.

Executive Director Notch shared that the team reached out to counterparts across the state to understand how they selected representatives from county offices. She also engaged with the Special Education Administrators of County Offices (SEACO) group and Executive Director Yung reached out to the SELPA Administrators Association. In their outreach, the team confirmed the vast majority of county offices have staff members serving as liaisons to the CAC who are helping to bring the parent communities together and provide them with access to education, empowerment, and education. She then introduced Coordinator, Special Education and Instruction, Zoni Boyer as the recommended appointee.

After a motion by Board Member Bonini and a second by Board Member Torres, the appointment of Zoni Boyer to the SELPA CAC was approved by a vote of five in favor (Bonini, Camacho, Cannon, Gerard, and Torres) and two absent (Alvaro and Lempert).

B. **Discuss/Act on an Update to the Membership of the Ad Hoc Workforce Housing Subcommittee**

Superintendent Magee shared that at the last meeting, the Board voted to establish an Ad Hoc Workforce Housing Subcommittee comprised of Board President Gerard and Board Member Bonini. Board Member Torres is also interested in this subcommittee and she recommended the Board take action to approve this addition.

After a motion by Board Member Camacho and a second by Board Member Cannon, the Board approved updating the membership of the Ad Hoc Workforce Housing Subcommittee to include Board Member Torres by a vote of five in favor (Bonini, Camacho, Cannon, Gerard, and Torres) and two absent (Alvaro and Lempert).

C. **Suggested Topics for Future Board Agendas**

There were no suggestions for future Board agendas.

D. **Board Member Comments**

**Board Member Torres**

Board Member Torres commented that everyone has been kind and welcoming, and he felt blessed and honored to be there.
BOARD MEMBERS (continued)

Board Member Cannon
Board Member Cannon thanked Kris Shouse, Associate Superintendent, Educational Services Division, and Executive Director Notch for taking good care of the Board members the previous Friday at the Court and Community Schools visits. He had a delightful time and realized how much the Board missed the opportunity to be together, including enjoying lunch.

Board Member Cannon welcomed Board Member Torres and shared he looked forward to a great experience together.

Board Member Camacho
Board Member Camacho welcomed Board Member Torres and noted it was a pleasure to have him join the Board.

Board Member Camacho reminded the Board of his participation in a national fellowship for School Board Members, where he has been engaging in informative discussions with Board members across the country. He learned about a governance framework called the Student Outcomes Focused Governance Model, where Boards focus at least 50% of their attention on specific student outcomes. Board Member Camacho said he passed along the information to Board President Gerard and suggested the model could be shared with the entire Board at the California School Boards Association (CSBA) Good Beginnings Workshop.

Board Member Bonini
Board Member Bonini welcomed Board Member Torres.

Board Member Bonini informed there was a CAC meeting on March 27 with Coordinator Boyer in attendance. Overall, there was an excellent turnout for the meeting, however there were only four to five district appointees present.

Board Member Bonini shared that the Board Policy Subcommittee met earlier in the week. The Subcommittee hopes to address some of the policies in the 9000 series which need to be brought back. She said the Subcommittee did not yet have access to the redline drafts and once they review them, they would like to hold another meeting before bringing the policies to the Board.

Board Member Bonini expressed appreciation for the Court and Community Schools visits, noting it was wonderful to see students in action, hear students’ comments, and speak to the teachers.

Board President Gerard
Board President Gerard congratulated Board Member Torres and shared the Board was happy he was there.

Board President Gerard reported the Court and Community Schools visits were informative and enjoyable. She found it interesting that the Hillcrest and Camp Kemp students were curious about who the Board members were and why they were there. Board President Gerard also noted that the students were open and honest, and it was a refreshing experience to talk to them. The girls at Camp
Kemp discussed how they like the extracurricular activities they have but they would rather have ones they were more interested in. The Board members asked them to provide suggestions.

Board President Gerard said she would be attending the California County Boards of Education (CCBE) Board of Directors Retreat the following weekend. Added to that, she will also attend a planning meeting for the CCBE Annual Conference to review the submitted proposals. She was excited that the County Office has submitted a proposal.

9. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:29 p.m. Board President Gerard announced the next Regular Meeting would take place on Wednesday, April 19, 2023, at 7:00 p.m.

Nancy Magee, Secretary

jlp