

**Pacifica School District  
Regular Meeting**

July 15, 2020 6:00 PM

No Physical Location. Teleconference via Zoom.

Please click the link below to join the webinar:

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Webinar ID: 860 4463 7575

**Attendance Taken at 6:01 PM:**

Present:

Ms. Elizabeth Bredall  
Ms. Lynda Brocchini  
Ms. Kai Doggett  
Mr. Jesse Levin  
Ms. Laverne Villalobos

**1. OPEN SESSION - 6:00 P.M. - CALL TO ORDER AND ROLL CALL AND  
ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

President Levin called the meeting to order at 6:01 P.M.

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge.

**2. ANNOUNCEMENT OF CLOSED SESSION**

Minutes:

Trustee Levin announced Closed Session referring to the items listed on the agenda.

**3. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

Minutes:

Trustee Levin asked if any member of the public wishes to address the Board.

There were no members of the public wishing to address the Board.

Trustee Levin adjourned to Closed Session at 6:05 P.M.

#### **4. CLOSED SESSION**

##### **4.a. Conference with Labor Negotiator**

**Agency Negotiator: Heather Olsen, Superintendent**

**4.a.1. Employee Organizations: CSEA (California School Employees Association, Chapter 128), LSEA (Laguna Salada Education Association), LSMA (Laguna Salada Management Association)**

##### **4.b. Public Employee Performance Evaluation (G.C. 54957)**

**Title: Superintendent**

#### **5. OPEN SESSION - 7:00 P.M. - CALL TO ORDER, FLAG SALUTE, ROLL CALL AND ANNOUNCEMENT: RECORDING OF THE MEETING**

Minutes:

Trustee Levin called the Open Session portion of the meeting at 7:01 P.M.

Trustee Levin led the flag salute.

Roll call was taken by Susanne Campos.

Staff present: Heather Olsen, Julie Carrillo, Will Lucey, Josie Peterson, Alexis O'Flaherty and Susanne Campos.

President Levin made the following statement regarding information that was posted on the May 20, 2020 and June 24, 2020 Board meetings:

*"On May 20, 2020, agenda item 13.h., the Board approved contracts 1 and 2 with the correct understanding of the terms of the contract. Then, on June 24, 2020, agenda item 10.g., the Board approved contracts 3 and 4, with the correct understanding of the terms of those contracts. However, the wrong contracts were attached to the May 20 and June 24 agendas, and those contracts contained the incorrect dates of service. Should anyone wish to obtain a correct copy of the contracts the board approved, they have been made available on the district website."*

Quick Summary:

The District digitally records the audio portion of the meetings. The recorder is located in front of the Board Scribe. All recordings are kept in the Superintendent's Office for 30 days and are available during that time period for inspection by members of the public on district equipment without charge. As a community service, Pacifica Community Television (PCT) records and broadcasts meetings.

#### **6. REPORT OUT ON CLOSED SESSION TOPICS**

Minutes:

Trustee Levin reported out on Closed Session.

No Action Was Taken.

Quick Summary:  
Report Out and APPROPRIATE ACTION

**7. APPROVAL OF THE MINUTES of June 24, 2020**

**Order #152 - Motion Passed:** Passed with a motion by Ms. Laverne Villalobos and a second by Ms. Kai Doggett.

Yes Ms. Elizabeth Bredall  
Yes Ms. Lynda Brocchini  
Yes Ms. Kai Doggett  
Yes Mr. Jesse Levin  
Yes Ms. Laverne Villalobos

Quick Summary:  
It is recommended that the Board approve the Minutes of the June 24, 2020 Regular Meeting

ACTION

**8. APPROVAL OF THE AGENDA AND CONSENT AGENDA 7:05 P.M.**

**Order #153 - Motion Passed:** It is recommended that the Board approve the agenda for the July 15, 2020 meeting and all consent agenda items. Passed with a motion by Ms. Elizabeth Bredall and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall  
Yes Ms. Lynda Brocchini  
Yes Ms. Kai Doggett  
Yes Mr. Jesse Levin  
Yes Ms. Laverne Villalobos

Quick Summary:  
All items on the consent agenda will be approved with one motion, which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or the public so requests, any item shall be removed from this section and placed in the regular order of business following approval of the consent agenda.

CONSENT/ACTION

**8.a. Agenda of the July 15, 2020 meeting**

Quick Summary:  
It is recommended that the Board approve the agenda for the July 15, 2020 Regular meeting.

CONSENT/ACTION

**8.b. Consideration of Acceptance Warrants**

Quick Summary:

It is recommended that the Board approve the attached commercial warrants for the period of 06/16/2020 through 06/30/2020 totaling \$1,104,789.14.

CONSENT/ACTION

**8.c. Service and Consultant Contract Approvals**

Quick Summary:

It is recommended that the Board approve the Service and Consultant contracts as presented by staff.

CONSENT/ACTION

**8.d. Personnel Changes**

Quick Summary:

It is recommended that the Board of Trustees approve the following Personnel items as presented.

CONSENT/ACTION

**8.e. Approval of Contract for Life Steps Foundation**

Quick Summary:

It is recommended that the Board of Trustees approve the 2020-2021 contract with the Life Steps Foundation Children and Family Services for use of space at Linda Mar Educational Center.

CONSENT/ACTION

**8.f. 4th Quarter Report on Williams Uniform Complaints**

Quick Summary:

INFORMATION

**9. COMMUNICATIONS - 7:10 P.M.**

Quick Summary:

Speakers wishing to address the Board on items on the agenda or not on the agenda, may complete speaker cards and submit them to any member at the staff table. If you are addressing the Board on a non-agenda item, please be aware that the provisions of the Brown Act prohibit the Board from acting or discussing such matters at this meeting. Public comments are limited to three (3) minutes per person per topic.

**9.a. LSEA (Laguna Salada Education Association)**

Minutes:

Meghann Elsbernd, LSEA Representative, stated that she will wait for item 10.a. to comment.

**9.b. CSEA (Classified School Employees Association)**

Minutes:

Nothing at this time.

**9.c. People Wishing to Address the Board**

Minutes:

There were several people wishing to address the Board on item 10.a., and will speak at that time.

**9.d. Correspondence**

Minutes:

No correspondence.

**9.e. Board/Superintendent Communications**

Minutes:

The Board shared activities they've attended since the last Board meeting including: Meetings with County Elected's and County Superintendent; received several emails about return to school plan; attended several webinars; meeting with Chief Steidle of the Pacifica Police Department.

**10. DISTRICT BUSINESS - 7:40 P.M.**

Quick Summary:

**DISTRICT GOALS** The District values the goals provided in our Local Control Accountability Plan (LCAP) and Strategic Plan. All of our District Board Agenda Items are tied to these goals. One or more goals are listed in the description of each Board Agenda Item. The details for each of those District Goals can be accessed on our Agenda Online Public Page or by visiting the District website, [www.pacificasd.org](http://www.pacificasd.org), under District Information, Board of Trustees.

**10.a. Safe Return to School Plan for the 2020-2021 School Year (LCAP Goals: #1, #2, #3, Operations, Governance)**

Minutes:

Heather Olsen shared that in the time that this presentation was posted on the agenda on Friday, July 10th to tonight's meeting, the State took a shift and an increase in COVID-19 cases were rising.

Dr. Olsen shared that LSEA leaders asked Dr. Olsen to shift to a full distance learning model due to fear that it isn't safe for staff and students to return to the school site due to rising numbers. Dr. Olsen shared with the Board that she will recommend that the District begin in full distance learning model.

Dr. Olsen shared that Distance Learning 2.0 will be different. She shared the District will be very focused on instruction. She also shared that the social emotional component is critical. Our students have experienced COVID-19 differently.

Dr. Olsen shared that the presentation is focused on Hybrid because that is where the District thought they were going at the time of posting the agenda, but she continued to present this Hybrid model in order to look at where the District is going. Josie Peterson and Alexis O'Flaherty presented the Health and Safety portion of the presentation; Will Lucey presented on the Instruction and Technology portion of the presentation; and Julie Carrillo presented on the Special Education and Wellness portion of the presentation.

Members of the public were given the opportunity to speak on this agenda item:

Meghann Elsbernd, LSEA Representative, addressed the Board and stated LSEA would like to commend Heather Olsen and the leadership team who has prepared and helped guide LSEA through the return to work school groups. Although well planned, LSEA does not feel that they are ready to start with the Hybrid model. Dr. Olsen communicated with LSEA to let them know that she is putting forward a recommendation this evening to recommend starting school in Distance Learning. LSEA respectfully asked the Board to approve the recommendation of Distance Learning, based on science and data to work to build a robust distance learning model all while keeping our students, staff, families and community safe.

Jerry Newland, CSEA Representative addressed the Board and stated that LSEA did an excellent review of what we've been doing. When CSEA heard from Dr. Olsen that the District was shifting to distance learning, that everyone gave a sigh of relief. CSEA wants to thank Heather and administration personnel for the support gave to CSEA.

Ilya Varnayev, Kindergarten Teacher, addressed the Board and thanked them for putting his family, his students, and staff safe. He shared that he wants to express his profound appreciation for the leadership being shown by the District. Starting the school year in distance learning was a good call and feels a tremendous amount of relief. He urged the Board of Trustees to approve to start the year in distance learning. He thanked the Board for taking the safety of the staff and students and their families seriously.

Barb DeVolder, Kindergarten Teacher, addressed the Board to state that with no clear guidance from political leaders, we will need to figure out to provide a robust distance learning program for students that includes teacher collaboration. She asked the Board to embrace the requirements to open school safely. She shared that the State must properly fund education in order for schools to reopen. She thanked Heather Olsen, along with everyone, for supporting our wish to return to school safely.

Rachel Merlo, parent and teacher, addressed the Board and shared her concern about returning to school with not enough space in the classroom, supplies, or ventilation. She also had concerns of how to enforce social distancing. Ms. Merlot stated that it is best for all to begin in distance learning.

Michelle Dion, Ocean Shore parent, addressed the Board to ask the Board to approve the plan for begin school in distance learning. She shared that she is empathetic to the stress to families. She shared that we have to prioritize the safety and health of our overall community. Ms. Dion reported that there is no support on the State level and that it is unfortunate that it falls on the Board to make life-and-death decisions. She shared that the schools do not have proper ventilation. Ms. Dion asked that the Board vote in favor of protecting our community and begin the year in distance learning.

Alyssa Freedman, teacher, addressed the Board and shared that it means a lot that the District is listening and monitoring data and hopes that will continue. She shared that although it is a lot of work to do distance learning, it is the safest option. She hopes that these tough decisions can be guided by prioritizing the health and safety of everyone.

May Ryan, TK Teacher, addressed the Board shared that she does not feel safe going in to the classroom and thanked Dr. Olsen for her recommendation to start with distance learning, and she supports that recommendation. We need to make decisions on scientific data.

Stephanie Trelogan, Sunset Ridge Teacher, addressed the Board shared that we need to make decisions based on science. She thanked Dr. Olsen for making the tough call to recommend that the school year begin with distance learning. She also thanked the Board for reading the open letter that she sent today. She asked that we turn our efforts toward a robust distance learning plan.

Jocelyn Perlow, Ocean Shore Parent and teacher in another district, addressed the Board and shared that she is in support of distance learning and to ask the Board to not just look at distance learning for a short time but to look at the COVID cases and make sure they are gone.

Ryan Paul, husband of teacher and parent, addressed the Board. He shared his view on outcome-oriented decision making. He shared that the key to proper scope is asking not telling what we want to achieve. The goal is to provide a quality education for the kids and that we can certainly do that while keeping the community safe. He asked the Board to look at a complete distance learning model in order to achieve our goals for a quality education. He shared that if we plan for it, and plan to provide proper training for our teachers, the quality of instruction will improve significantly. Everyone should be trained on the first outbreak in school. Mr. Paul stated, we don't need to feel safe, we need to be safe.

Jessica Paul, Ocean Shore Teacher and parent, addressed the Board shared that she is speaking on behalf of many staff members and families that they are in favor of a distance learning model until we have data the budget to suggest a safe return. She asked the Board to consider distance learning for 2020 or longer and let teachers create a feasible plan to educate the students in a safe and stable manner.

Meg Lamont addressed the Board and thanked the Board and Superintendent. She thanked Heather Olsen for making the recommendation to allow students to return to the current school after distance learning. She had questions pertaining to who the teachers would be and student-teacher ratio.

Angela Diaz addressed the Board. She shared that when her students come to her in the classroom, they are her children and she will protect them. She stated that the teachers in this district love their students as much as they love their own children. She suggested to the Board that we don't put the children in danger by sending them to school in the Fall.

Mary Martini addressed the Board. She shared that she sent the Board a little bit of research about 41% of students that are at risk for inequality while distance learning. She shared that she would like to see a questionnaire of what parent need. She feels that a decision about the school plan should not be made without 100% parent input of what they need. She shared that she appreciated everything the teachers did at the end of the school year.

Maria Barr, parent of incoming 1st grader, addressed the Board. She shared that she appreciates the effort that has gone into the distance learning and hybrid models and has heard the overwhelming support. She asked if the District has considered any other models, for example, an outdoor school model.

Patricia Defechereux, parent of special education student, addressed the Board. She shared she is a clinical research scientist and is in the fight against COVID. She shared that she is appreciative that she belongs to a district with an educated conversation between the leadership and the community because this is not an easy decision to make. She asked for discussion going forward in terms of outdoor learning. She shared that we are going in to fire season and can compound the affect having doors and windows open in the classroom for ventilation. She shared that she has resources that she is happy to share.

Krista Allen, Ocean Shore parent, addressed the Board to say that she works at a college where 18-30 year old adults attend school and the instructors have to remind the adults to put their masks on. She feels it will be difficult for K-8 students to keep their distance and keep their masks on. She supports distance learning until more stabilized measures are done and numbers are down.

Faris Jarrah, husband of a teacher, addressed the Board and shared that he has a couple of serious reservations about in-person education. He shared that many students and teacher live with and extremely high-risk community member, although he realizes that students need to be in school, it's important for the kids. There is no comprehensive plan for an outbreak in the community or in the event a vaccine is in place. He asked the Board to accept the recommendation to start school in distance learning.

Paola, Cabrillo parent, wrote in the public comment area and President Levin read the comment as she was not unmuted during public comment time: Paola shared that she supports the distance learning plan but suggest requests some innovation, outdoor learning, teaching sessions for parents; and the social trauma caused by wearing a mask at school and not being able to be with friends. She supports the teachers and Dr. Olsen but would like to see more attention to improving distance learning instead of figuring out a hybrid.

Board Comments: commend parent and staff who worked in the work groups who worked on the hybrid plan; looking at childcare resources; appreciative of all that spoke this evening; priority is the safety of staff and students; will not take the risk losing a child or staff member and we do the safest option possible; we have to be creative and find solutions as a community; the only way to return is if it is safe; reassure our students that everything will be OK while distance learning; looking at distance learning through December; concern about sanitizing and ventilation and making sure everyone is safe; explore outdoor classrooms; focusing on the most vulnerable students; looking in to home-hospital for medically fragile students; need more information on the distance learning model; will there be testing to keep teachers and staff safe; when looking at number of cases, need for looking at not only Pacifica numbers, but surrounding cities of students attending in the District also; keeping students and staff as stable and safe as possible is important; this has been the most difficult decision; shared the priorities that the Board agreed on June 24: 1) The highest priority is the safety of our students, their families and staff; 2) to the degree that we can do so safely, we want the students back on campus; trying to find ways to help those parents that have to work by trying to find ways to provide childcare; do we have a way to have those teachers that attended the professional development communicate what they've learned to their peers; for the special education students, are there plans to review the IEP's to figure out how we are going to adapt the services in the IEP to distance learning delivery; looking in to the cost of home-health teachers; thanked the administration and staff and to everyone for coming together for all of the planning for distance learning and hybrid (continuum) plan; hope that the COVID numbers get to a place where everyone is safe so that we can do that phase-in.

Dr. Olsen set a Special Meeting on July 21, 2020 at 6:00 pm with the Board to come back to present the Distance Learning model for approval. She mentioned that we need to poll staff and families regarding the AA/BB hybrid model.

The presentation can be currently viewed on the homepage of the district website and can also be found attached to this agenda on the district website.

#### Quick Summary:

It is recommended that the Board of Trustees approve the DRAFT Re-Opening of School Plan for the 2020-2021 school year as presented by staff.

#### DISCUSSION/ACTION

**10.b. Resolution No. 2020-06-24-F George Floyd & Black Lives Matter Resolution and Affirming Commitment To Stand Together Against Institutional Racism (Goal: Governance)**

Minutes:

Heather Olsen brought the finalized version of Resolution No. 2020-06-24-F George Floyd & Black Lives Matter Resolution and Affirming Commitment To Stand Together Against Institutional Racism for the Board to review. This resolution was passed at the June 24, 2020 Regular Board Meeting as a DRAFT version. The attached resolution is the finalized version.

The Board thanked Trustee's Villalobos and Doggett for their personal stories at the last meeting.

Quick Summary:  
INFORMATION

**10.c. Resolution No. 2020-07-15-A Calling for an Election (Goal: Governance)**

**Order #154 - Motion Passed:** Passed with a motion by Ms. Elizabeth Bredall and a second by Mr. Jesse Levin.

Yes Ms. Elizabeth Bredall  
Yes Ms. Lynda Brocchini  
Yes Ms. Kai Doggett  
Yes Mr. Jesse Levin  
Yes Ms. Laverne Villalobos

Minutes:

This agenda item is being brought back to this Board meeting from the previous Board meeting held on June 24, 2020. Resolution No. 2020-07-15-A is being presented to the Board for approval with the correct term information. The previous resolution stated (3) member terms were for (4) four years each. The correction to the resolution is that there are (2) member terms of (4) four years each and (1) member term of (2) two years. The two year term is to fill the remainder of a Board member that resigned within the first two years of the member term (Ed Code 5091)

Quick Summary:

It is recommended that the Board of Trustees adopt Resolution No. 2020-7-15-A: A Resolution of the Pacifica School District Calling for an Election to be held on November 3, 2020 for the Election of (3) Three Members of the Governing Board.

ACTION

**10.d. Outdoor Education Contract 2020-2021 (LCAP Goals: #1, #2, #3)**

**Order #155 - Motion Passed:** Passed with a motion by Ms. Lynda Brocchini and a second by Ms. Elizabeth Bredall.

Yes Ms. Elizabeth Bredall  
Yes Ms. Lynda Brocchini  
Yes Ms. Kai Doggett  
Yes Mr. Jesse Levin  
Yes Ms. Laverne Villalobos

Minutes:

Will Lucey shared that the San Mateo County Office of Education, in cooperation with local schools and the San Francisco YMCA Camp at Jones Gulch, conduct an award-winning environmental science education program. Every year, all 5th graders in Pacifica School District participate, free of charge, in this weeklong program. All costs for participation are paid for through Pacifica School District's Parcel Tax Funds.

Due to the COVID-19 Pandemic and in accordance with San Mateo County Pandemic Recovery Framework, the Outdoor Education Program may be different than the Outdoor Education programs in past years. The hope is that the program will be held at the Jones Gulch with all of the precautions and safety procedures included in the Pandemic Recovery Framework. PSD schools will be participating in the Spring instead of in the Fall. This is due to a requirement that only one school at a time can attend during the Fall months so that there are not multiple schools participating at the same time. All schools participating in the Fall have large populations in order to reach the minimum capacity. The smaller populated schools will participate in the Spring when, hopefully, safety restrictions are relaxed.

The Outdoor Education Program has also planned for the possibility of not being able to have the program at the Jones Gulch campus if health orders dictate its closure. If this is the case, the program will have alternative options. One option is the Outdoor Education staff will come to the school sites and provide the program in a field trip format. The other option is providing it virtually. With both of these options the cost of the program would be adjusted to mirror the adjusted cost to run the program.

Board comments: The Trustees shared that they are happy that this activity for 5th graders will happen in some way, possibly virtual.

Quick Summary:

It is recommended that the Board Approve the 2020-2021 Outdoor Education Contract with San Mateo County Superintendent of Schools.

ACTION

**11. BOARD BYLAWS, BOARD POLICIES & ADMINISTRATIVE REGULATIONS (Goal: Governance) - 9:30 P.M.**

**11.a. BP 0415 Equity - CSBA Sample**

Minutes:

Dr. Olsen brought forward BP 0415 Equity for discussion by the Board. She asked if any Board Trustees would like to add input to the CSBA Sample presented.

Trustee Villalobos shared that she would like LGBTQ added to the language of the policy where gender and gender identity is listed.

The Trustees agreed to place this policy with revisions, back for adoption on the August 5, 2020 Regular Board Meeting

Quick Summary:  
BP 0415 Equity - CSBA Sample

DISCUSSION

#### **11.b. Intradistrict Enrollment Policies**

Minutes:

Heather Olsen asked for direction from the Board to work with County Counsel to come up with a one year policy that would allow students to return to their school site at the end of the 2020-2021 school year, and to have the wait lists frozen during that period of time until the new school year.

The revised policies will be brought back to the next Board meeting for approval by the Board.

Quick Summary:  
DISCUSSION/ACTION

#### **12. FUTURE AGENDA ITEMS - 9:45 P.M.**

Minutes:

The following items will be brought to a future agenda:

BP 0415 Equity for approval

Trustee Villalobos shared this would be an appropriate time for the Board to attend the Equity Network workshop through SMCSBA.

Discussion of Equity Committee

Bring dates of all of the committees that the Board is a part of.

#### **13. ADJOURNMENT - 9:50 P.M.**

Minutes:

President Levin adjourned the meeting at 10:01 P.M.

Quick Summary:

NEXT MEETING: August 5, 2020, 7:00 p.m., TBD

- The Board of Trustees may meet in Closed Session for the purposes of discussing Personnel under Government Code 54957 and Negotiations under Government Code 54957.6 after the open session.
- Pacifica School District, Board of Trustees Regular Meeting Agendas may be previewed on the District Website: [www.pacificasd.org](http://www.pacificasd.org). Board of Trustees Regular Meetings are televised on Pacifica Community Television (PCT) Channel 26 on Thursdays at 3:30 p.m.

- Regular Meeting Agendas are posted at least 72 hours prior to each meeting at the following locations:  
All District Schools    Pacifica & Sanchez Libraries Pacifica Tribune    San Mateo County Times  
District Office  
Special Meeting Agendas are posted at least 24 hours prior to the meeting at the Official Posting Location:  
District Office
- *Board meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Executive Assistant to the Superintendent at least 10 working days before the meeting at 650.738.6625. Notification in advance of the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.*
- The agenda (order in which the items are presented) is accepted or amended by the Board at the beginning of the meeting under the item "Approval of the Agenda." Once the agenda is approved by the Board, the meeting will proceed in the order approved. Times for agenda items are approximate with the exception of Public Hearings. Public Hearings will occur at or after the time listed on the agenda.

### Guidelines for Public Comment

- The Board President will formally open and close times for public comment for each agenda item. After public comment is closed, the Board will discuss the item and, if appropriate, take action.
- Individuals wishing to address the Board must complete a request card with their name, address and the item number. Cards are located on the table as you enter the room. Cards should be submitted either to the Board President or to the Superintendent.
- Individuals may address topics not on the agenda during the Communications Section (People Wishing to Address the Board) at the beginning of the meeting. However, the Board cannot comment on items not on the agenda.
- The Board, at their discretion, may limit the total time allotted for public comment during each agenda item.
- Individuals must be recognized by the Board President and step to the podium to speak.
- Speakers should introduce themselves and speak into the microphone. (The microphone is for the television and does not amplify sound.)
- Speakers are limited to a maximum of 3 minutes, which may be reduced at the discretion of the Board.
- Time allotments may NOT be passed from one person to another.
- An individual may speak only once on each agenda item.

7/21/10 Original – Updated 9/13/10

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Clerk

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Superintendent