

# San Mateo Union High School District Minutes

## Regular Meeting

March 29, 2018 7:00 PM  
San Mateo Adult School

789 East Poplar

San Mateo, CA 94401

CLOSED SESSION - 5:30 PM

ADULT SCHOOL, ROOM 29

### Attendance Taken at 7:00 PM:

#### Present:

Linda Lees Dwyer  
Marc Friedman  
Robert Griffin  
Peter Hanley  
Greg Land

#### A. CALL TO ORDER

##### Minutes:

President Dwyer called the Closed Session to order at 5:30 p.m.

#### B. ROLL CALL

##### Minutes:

In attendance in Closed Session, President Dwyer, Vice-President Land, Clerk Friedman, Trustee Griffin and Trustee Hanley.

#### C. PUBLIC AND/OR GOVERNING BOARD COMMENTS ON CLOSED SESSION ITEMS

##### Minutes:

none

#### D. CLOSED SESSION

Anyone wishing to address the Board regarding Closed Session items may do so at this time.

Items [\*] marked are scheduled for discussion at this meeting. All proceedings are reported to the public in open session where action is taken or staff is given direction.

D.1. [ ] Public Employee Evaluation pursuant to Government Code Section 54957

D.2. [\*] Public Employee Appointment/Employment pursuant to Government Code Section 54957-Assistant Superintendent of Curriculum and Instruction, Assistant Principal I San Mateo High School,

Assistant Principal I Peninsula High School, and Assistant Director  
Special Education

D.3. [ ] Conference with Legal Counsel-Anticipated Litigation;  
pursuant to Government Code Section 54956.9

D.4. [ ] Liability Claims pursuant to Government Code Section  
54957.1

D.5. [ ] Conference with Legal Counsel-Existing Litigation pursuant  
to Government Code Section 54956.9(d)(1)

D.6. [ \* ] Conference with Labor Negotiators pursuant to Government  
Code Section 54957.6

D.7. [ \* ] Conference with Real Property Negotiator-Agency  
Negotiator's:-Kevin Skelly, Superintendent and Elizabeth McManus,  
Deputy Superintendent Business Services-Property-860 Hinckley Road,  
Burlingame-pursuant to Government Code Section 54956

D.8. [ \* ] Public Employee Discipline/Dismissal/Release/Complaint  
pursuant to Government Code Section 54957

D.9. [ ] Confidential Student Discipline

D.10. [ ] Confidential Student Matters

#### **E. OPEN SESSION (SMART CENTER)**

Minutes:

President Dwyer called the Open Session to order at 7:00 p.m.

President Dwyer reported there was nothing to report out from Closed  
Session.

#### **F. ROLL CALL**

Minutes:

In attendance, Trustee Peter Hanley, Trustee Robert Griffin, Clerk Marc  
Friedman, Vice-President Greg Land, President Linda Lees Dwyer and Student  
Board Member Josh Hafter.

#### **G. PLEDGE OF ALLEGIANCE TO THE FLAG**

Minutes:

The Pledge of Allegiance to the flag was led by the daughter of the new  
Assistant Director of Special Education, John Bartfield.

#### **H. PUBLIC AND/OR GOVERNING BOARD COMMENTS**

Minutes:

Trustee Hanley reported he and Superintendent Skelly attended the SF2  
meeting in Sacramento and he attended the Annual Charter School conference  
in San Diego.

Trustee Griffin-nothing to report

Clerk Friedman reported he had lunch at Burlingame High School with 40 Italian exchange students.

Vice-President Land reported he was busy at his school. They had their international week. He was glad to see his former students from Roy Cloud School.

President Dwyer reported she attended the international food fair at San Mateo High School. She went to the open house at San Mateo High School.

#### **I. COMMUNICATIONS TO THE BOARD OF TRUSTEES**

Minutes:  
none

#### **J. CONSENT AGENDA**

Minutes:

The board upon the motion of Clerk Friedman, and seconded by Vice-President Land, moved to approve the consent agenda less item J3 Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders and item J8 Approval to Award Contract for Burlingame High School Public Address System project with a vote of 5 to 0.

The board upon the motion of Trustee Griffin, and seconded by Vice-President Land, moved to approve item J8 Approval to Award Contract for Burlingame High School Public Address System project with a vote of 5 to 0.

The board upon the motion of Trustee Griffin, and seconded by Trustee Hanley, moved to approve item J3 Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders with the correction to the total amount of \$906,657.57 adding Cupertino contract of \$103,720.00 to increase the recommended amount for approval to \$1,010,377.57 with a vote of 5 to 0.

**J.1. Approval of the Revised Management/Classified Employees' Holiday Schedule for 2018-2019**

**J.2. Approve the 2018 Graduation Date, Time and Location for the San Mateo Adult School**

**J.3. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders**

**J.4. Approve the Minutes from the March 8, 2018 Board Meeting**

**J.5. Approval to File Notice of Completion for Capital Facilities Projects**

**J.6. Approve the Revised BP 7325 and AR 7325 - District Stadium Lights and Public Address Systems**

**J.7. Approval to Award Contract for Aragon High School and Burlingame High School Backstop Replacement Project**

**J.8. Approval to Award Contract for Burlingame High School Public Address System Project**

**J.9. Acceptance of Gifts to the District**

**J.10. Confirmation of Bills and Salaries for February 2018**

**J.11. Declaration of and Authorization to Dispose of Surplus Property**

**J.12. Approve the Revised Job Description for the Athletic Director Position**

**K. REGULAR REPORTS**

**K.1. Report of the Superintendent**

Minutes:

Superintendent Skelly reported on the WASC accreditation visits at the six comprehensive high schools. He introduced the Burlingame Robotics Team. The robotics team gave a short demonstration with their robot. Elizabeth McManus introduced Dwayne Taylor, the New Facilities Use General Manager. Principal Shiu introduced Patty Frias, the new Assistant Principal I for San Mateo High School, Superintendent Skelly introduced John Bartfield, the new Assistant Director of Special Education and Julia Kempkey, the new Assistant Superintendent of Curriculum and Instruction. Principal Campana introduced Fred Wolfgramm, the new Assistant Principal at Peninsula High School.

**K.2. Report of the Student Board Member**

Minutes:

Student Board Member Josh Hafter reported Hillsdale High School had their elections for the Associate Student Body leadership. Capuchino High School had a pie eating contest to commemorate March 14 (3/14) and tomorrow students will be throwing colorful powder at each other on the stadium field. Mills High School had their social justice month, Aragon High School had a candidate's convention and they had a spirit week. San Mateo High School did a food truck festival and international week.

**K.3. Report of the District Teachers' Association Representative**

Minutes:

no report

**K.4. Report of the CSEA Chapter 519 Representative**

Minutes:

no report

**K.5. Report of the San Mateo Adult School Teachers Association**

Minutes:

Adult School representative reported the union has sent a letter to the district to open contract negotiations. April 9 to April 13 is Adult Education week. Former students will sit on the student success panel. They will share their stories about the key to their success in college, career and community. The panels will be held Wednesday,

April 11 at 7:15 p.m. and 8:20 p.m. and on Thursday, April 12 at 9:30 a.m. and 10:50 a.m. The board is invited to attend. Two student leaders accompanied by a teacher presented at the National COABE conference in Arizona.

#### **L. SPECIAL REPORTS AND APPEARANCES**

##### **L.1. Presentation: Homework Committee**

Minutes:

Deputy Superintendent Kirk Black presented the Homework Committee draft homework policy and regulation.

##### **L.2. District Safety Plan Presentation**

Minutes:

Director of Student Services Don Scatena presented the District Safety Plan presentation.

#### **M. CONSTRUCTION**

##### **M.1. Approve Updated Schematic Design for Project No. 0063: New Continuation High School / Alternative High School**

Minutes:

John Dybczak with Quattrocchi Kwok Architect presented the schematic design for the New Continuation High School / Alternative High School.

**Motion Passed:** Recommend the Board of Trustees approve the updated schematic designs for the New Continuation High School / Alternative High School. Passed with a motion by Greg Land and a second by Peter Hanley.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

##### **M.2. New Continuation High School/Alternative High School Project**

Minutes:

Public Comment: Mark Leininger, Vice-President ABX Engineering, addressed the board on the New Continuation High School/Alternative High School Project

President Dwyer reported the board with the motion of Clerk Friedman, and seconded by Vice-President Land, to approve the "A Resolution of the Board of Trustees of San Mateo Union High School District, Authorizing Exemption from Local Zoning and Land Use Ordinances for the New Continuation High School/Alternative High School (Project) and the Expenditure of Measure O Bond Funds for the Ordering of Improvements to the Project" with a vote of 5 to 0.

President Dwyer reported the board with the motion of Trustee Griffin and seconded by Clerk Friedman, to approve the "A Resolution of the Board of Trustees of San Mateo Union High School District, Adopting the Mitigated Negative Declaration as to the New Continuation High

School/Alternative High School (Project), and Approving Mitigation Measures and Mitigation Monitoring and Reporting Program" with a vote of 5 to 0.

President Dwyer opened the public hearing to consider adopting the resolution finding that the property complies with site selection standards established by the California Department of Education at 9:17 p.m.

President Dwyer closed the public hearing to consider adopting the resolution finding that the property complies with site selection standards established by the California Department of Education" at 9:17 p.m.

Todd Lee, Greystone West presented the California Department of Education Site Selection presentation.

President Dwyer reported the board with the motion of Trustee Hanley, and seconded by Trustee Griffin, moved to approve the "A Resolution of the Board of Trustees of San Mateo Union High School District, Finding that the proposed site for the New Continuation High School/Alternative High School (Project) complies with the Site Selection Standards Established by the California Department of Education" with a vote of 5 to 0.

President Dwyer opened the public hearing to consider adopting the resolution authorizing and directing the condemnation of the property and declaring the public necessity therefor at 9:24 P.M.

President Dwyer closed the public hearing to consider adopting the resolution authorizing and directing the condemnation of the property and declaring the public necessity therefor at 9:25 P.M.

President Dwyer reported the board upon the motion of Vice-President Land, and seconded by Trustee Hanley, moved to approve the "A Resolution of the Board of Trustees of San Mateo Union High School District, Authorizing and Directing the Condemnation of Certain Real Property in the County of San Mateo, State of California, and Declaring the Public Necessity Therefor for the New Continuation High School/Alternative High School (Project)" with a vote of 5 to 0.

## **N. DIVISION OF HUMAN RESOURCES**

### **N.1. Approve the Contract for the Assistant Superintendent of Curriculum and Instruction Position**

**Motion Passed:** Approve the recommendation of Julia Kempkey, Ed.D. for the new position of Assistant Superintendent of Curriculum and Instruction. Dr. Kempkey's contract is contained in the attachment. Passed with a motion by Marc Friedman and a second by Greg Land.

**Yes** Linda Lees Dwyer

**Yes** Marc Friedman

**Yes** Robert Griffin

**Yes** Peter Hanley

**Yes** Greg Land

### **N.2. Approve the Contract for the Assistant Director of Special Education**

**Motion Passed:** Approve the recommendation of John Bartfield for the new position of Assistant Director of Special Education. Mr. Bartfield's contract is contained in the attachment. Passed with a motion by Greg Land and a second by Marc Friedman.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

### **N.3. Approval of Personnel Actions**

**Motion Passed:** Approve the attached personnel actions, including the addendum. Passed with a motion by Marc Friedman and a second by Peter Hanley.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

### **N.4. Approve the Revised Resolution for Temporary Certificated Employees**

**Motion Passed:** Approve the revised Resolution for Temporary Certificated Employees, as contained in the attachment. Passed with a motion by Peter Hanley and a second by Greg Land.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

### **N.5. Review, Discuss and Approve the Job Description for the New Certificated Position of Behavior Specialist**

**Motion Passed:** Review, discuss and approve the job description for the new certificated position of Behavior Specialist, as contained in the attachment. Passed with a motion by Greg Land and a second by Marc Friedman.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

## **O. INSTRUCTIONAL SERVICES**

### **P. DIVISION OF STUDENT SERVICES**

### **Q. DIVISION OF BUSINESS SERVICES**

### **R. BOARD OPERATIONS**

**R.1. Review and Discuss the Specific Board Policy-BP 6145 and Administrative Regulation-AR 6145 - Extracurricular and Cocurricular Activities**

Minutes:

The Review and Discuss the Specific Board Policy-BP 6145 and Administrative Regulation-AR 6145 - Extracurricular and Cocurricular Activities will be brought back for further discussion on the April 19 board agenda.

**R.2. Review and Discuss the Specific Board Policies - October 2017 Updates Part One**

Minutes:

The board approved moving the Review and Discuss the Specific Board Policies - October 2017 Updates Part One to the April 19 consent agenda.

**S. REQUESTED BOARD ITEM**

**T. ADJOURNMENT**

Minutes:

There being no further business the meeting was adjourned at 10:07 p.m.

[Redacted Signature]

Board President

[Redacted Signature]

Board Clerk