

**San Mateo Union High School District
Minutes**

Regular Meeting

February 08, 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 5:32 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 - District Administrators

D.2. [] Public Employee Appointment/Employment pursuant to Government Code Section 54957

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 - one (1) case

E. OPEN SESSION (SMART CENTER)

Minutes:

President Dwyer called the Open Session to order at 7:06 p.m.

President Dwyer reported the Board in Closed Session approved a Special Education Settlement Case #2017080886 with the motion from Trustee Griffin and seconded by Vice-President Land with a vote of 5 to 0.

F. ROLL CALL

Minutes:

In attendance, Trustee Peter Hanley, Trustee Robert Griffin, Clerk Marc Friedman, Vice-President Greg Land, Trustee Robert Griffin, Trustee Peter Hanley and Student Board Member Kei Nomura.

G. PLEDGE OF ALLEGIANCE TO THE FLAG

Minutes:

Pledge of Allegiance to the flag was led by Student Board Member Kei Nomura.

H. PUBLIC AND/OR GOVERNING BOARD COMMENTS

Minutes:

Trustee Hanley reported he has been visiting schools. He appreciated the opportunity to meet with the principals and to walk around and see classes. He attended the board retreat of the San Mateo Community College District. He stated our district has an enormous opportunity to expand our relationship with the College of San Mateo and he would like the district to continue to work on expanded the community college courses.

Trustee Griffin reported he attended the San Mateo and Aragon quad basketball games.

Clerk Friedman attended the San Mateo High School play "Gypsy". He attended the San Mateo County School Board Association meeting and the next meeting will be March 4. He invited all the administrators to attend the candidate forum with the candidates who are running for the San Mateo County Superintendent position. He will be moderating the meeting and had asked if anyone has questions to send him the questions in an email.

Vice-President Land reported he was able to see the San Mateo County Supervisors and Dave Pine's staff. He liked the idea of the community college connections that Trustee Hanley had mentioned. He spoke with the San Bruno feeder school district about their English Learners and he recommended Shamar Shanks, Capuchino Principal, to talk to them about constructive meaning for middle school.

President Dwyer reported she attended the San Mateo High School play "GYPSY". She stated it was an amazing production and she commended everyone who participated in the play. She attended the San Mateo County School Board Association dinner and the topic was Foster Care. She talked to the Trustee from Sequoia Union High School District and they will be working together to plan a forum to discuss what it is like to have a foster child. She attended the retirement event for Jim Ruane, Retiring Mayor of San Bruno.

I. COMMUNICATIONS TO THE BOARD OF TRUSTEES

Minutes:

No communication to the Board of Trustees.

J. CONSENT AGENDA

Minutes:

The board upon the motion of Clerk Friedman, and seconded by Vice-President Land, moved to approve the Consent Agenda with a vote of 5 to 0.

J.1. Approve the Agreement with the San Mateo County Community College District and San Mateo Union High School District for Educational Services

J.2. Approve College and Career Access Pathways Dual Enrollment Partnership Agreement between San Mateo County Community College District and San Mateo Union High School District

J.3. Approve the Minutes from the January 18, 2018 Board Meeting

J.4. Approval of Student Transfers to the Adult School

J.5. Confirmation of Bills and Salaries for December 2017

J.6. Acceptance of Gifts to the District

J.7. Acceptance of Report of Investments

J.8. Approval of 2018-2019 Budget Development Calendar

J.9. Approve the Side Letter Between the San Mateo Union High School District and the San Mateo Union High School District Teachers' Association

J.10. Approve the Agreement Between the San Mateo Union High School District and the California School Employees Association - Chapter 519 Regarding Overtime for Utility Workers

J.11. Approve the Agreement Between the San Mateo Union High School District and the California School Employees Association - Chapter 519 Regarding New Employee Orientations

J.12. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders

J.13. Approval of the Schematic Design for the New Alternative High School

J.14. Approval of Architectural Services Agreement with Quattrocchi Kwok Architects for Project No. #0061 Hinckley Maintenance and Operations Building (Hinckley Road Building Final Tenant Improvement)

J.15. Approval to Advertise the California Environmental Quality Act (CEQA) Notice of Intent to file a Mitigated Negative Declaration for the Alternative New High School Project #0063

J.16. Approval to Advertise for Competitive Bids for Measure O Capital Facilities Projects

J.17. Approval of Change Orders for Measure O Capital Facilities Projects

J.18. Approve the Specific Board Policies July 2017 Updates - Part Two

J.19. Approve the Specific Board Policy BB 9320 Board Bylaws - Meetings and Notices

J.20. Approved the Revised Title Change for Job Descriptions in Transportation

K. REGULAR REPORTS

K.1. Report of the Superintendent

Minutes:

Superintendent Skelly reported on the Professional Development Days, his meeting with Mike Claire, President of the College of San Mateo, and his meeting with Lisa Goldman, City Manager of Burlingame. He reported the district has reached an agreement with the City of San Mateo and the SM/FC School District for paying the cost of School Resource Officers in San Mateo. Dr. Skelly reported the San Mateo/Foster City has agreed to pick up half the cost for the San Mateo High School after school activities school bus.

K.2. Report of the Student Board Member

Minutes:

Student Board Member Kei Nomura reported San Mateo High School

finished their can food drive and they passed their goal of \$100,000. San Mateo, Burlingame and Hillsdale planned a Stress Buster event to help relax students in preparations for finals. Burlingame had their ASB elections and Hillsdale had a clothing drive and they are raising funds for the victims of the California fires.

Student Board Member Josh Hafter reported Aragon had their choir concert and winter concert. Mills had their Visual and Performing Arts festival and Capuchino recently handed out T-shirts to the teachers. At the San Bruno Christmas tree lighting Capuchino students handed out Christmas cards for anyone in the community who wished to write a card for someone in the military.

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

Minutes:

The District Teachers' Association Representative recognized Michele Fichera and Dominic Bigue for their great work on setting up the Professional Development days. The San Mateo Union High School District California Teacher Association was one of the unions that attended the interviews with the two candidates running for the San Mateo County Superintendent position. He mentioned he was glad to see the two bargaining proposals on the agenda and he will be working with Dr. Black to start the bargaining process.

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 Jay Finkelstein reported on his work as the ESL teacher in the Passport to Employment class. He introduced Georgina Vannini, EL Specialist and Family Engagement Coordinator. who had attended his class and is now working for the district.

L. SPECIAL REPORTS AND APPEARANCES

L.1. School Based Mental Health/Wellness Program Update for 2017-2018 School Year

Minutes:

Mary McGrath, Manager of Mental Health, presented the School Based Mental Health/Wellness Program Update for 2017-2018 School Year. She acknowledged KindyLee Mackamul, Associate Superintendent of Student Services and Don Scatena, Director of Student Services for their support of the program. She introduced the Wellness Coordinator's April Torres, RosaMaria Ocegüera, Joanne Michels, Katie Au, Staysha Veal, Jillian Ma and Seth Wright who was not in attendance.

L.2. State Budget Update

Minutes:

Elizabeth McManus, Deputy Superintendent of Business Services, updated the board on the state budget.

L.3. New District Office Update

Minutes:

Elizabeth McManus, Deputy Superintendent of Business Services, provided the board an update on the construction of the new district office.

M. CONSTRUCTION

N. DIVISION OF HUMAN RESOURCES

N.1. Approval of Personnel Actions

Motion Passed: Approve the attached personnel actions, including the addendum. Passed with a motion by Robert Griffin and a second by Greg Land.

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

N.2. Review, Discuss and Approve the Updated 2018-2019 Administrator/Manager Salary Schedule

Motion Passed: Review, discuss and approve the updated 2018-2019 Administrator/Manager Salary Schedule showing the new positions of Assistant Superintendent of Curriculum and Instruction and Assistant Principal I, as well as the title change of the Assistant Principal job description to Assistant Principal II, as 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.3. Review, Discuss and Approve the Job Description for the New Position of District Bilingual Translator

Motion Passed: Review, discuss and approve the job description for the new position of District Bilingual Translator, 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

N.4. Review, Discuss and Approve the Revision to the General Manager of Facilities Use Job Description

Motion Passed: Review, discuss and approve the revision to the

General Manager of Facilities Use job description, as 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.5. Public Hearing and Comment Regarding the San Mateo Union High School District's Teachers' Association Initial Contract Proposal for the 2018-2019 School Year

Minutes:

President Dwyer opened the Public Hearing regarding the San Mateo Union High School District's Teachers' Association Initial Contract Proposal for the 2018-2019 School Year at 8:25 p.m.

President Dwyer closed the Public Hearing regarding the San Mateo Union High School District's Teachers' Association Initial Contract Proposal for the 2018-2019 School Year at 8:26 p.m.

N.6. Presentation of the San Mateo Union High School District's Teachers' Association Contract Proposal for 2018-2019

Minutes:

Deputy Superintendent Kirk Black presented the San Mateo Union High School District's Teachers' Association Contract Proposal for 2018-2019.

N.7. Public Hearing and Comment Regarding the San Mateo Union High School District's Initial Contract Proposal to the San Mateo Union High School District's Teachers' Association for 2018-2019

Minutes:

President Dwyer opened the Public Hearing regarding the San Mateo Union High School District's Initial Contract Proposal to the San Mateo Union High School District's Teachers' Association for 2018-2019 at 8:26 p.m.

President Dwyer closed the Public Hearing regarding the San Mateo Union High School District's Initial Contract Proposal to the San Mateo Union High School District's Teachers' Association for 2018-2019 at 8:26 p.m.

N.8. Presentation of the San Mateo Union High School District's Initial Contract Proposal to the San Mateo Union High School District's Teachers' Association for 2018-2019

Minutes:

Deputy Superintendent Kirk Black presented the San Mateo Union High School District's Initial Contract Proposal to the San Mateo Union High School District's Teachers' Association for 2018-2019.

O. INSTRUCTIONAL SERVICES

P. DIVISION OF STUDENT SERVICES

Q. DIVISION OF BUSINESS SERVICES

R. BOARD OPERATIONS

R.1. Board of Trustee Graduation Assignments for the 2017-2018 Graduations

Minutes:

The Board of Trustee reviewed their 2017-2018 graduation ceremony assignments. There is no change to the assignments for graduation.

R.2. Review, Discuss and Approve Calendar for Board Meetings for the 2018-2019 School Year

Motion Passed: Approve the following Board meeting dates for the 2018-2019 fiscal year: August 9, August 23, September 13 and 27, October 11 and 25, November 15, December 13, January 17, February 7 and 21, March 7 and 28, April 18, May 9 and 23 and June 6 and 20. 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

R.3. Approve the Date for the Special Budget Study Session

Minutes:

The Board of Trustee upon the motion of Trustee Griffin, and seconded by Clerk Land, moved to approve April 18 for the Special Budget Study Session with flexibility to change the board meeting date, if needed, with a vote of 5 to 0.

R.4. Adopt the Resolution Calling for Full and Fair Funding of California's Public Schools

Motion Passed: Approve the Resolution Calling for Full and Fair Funding of California's Public Schools. Passed with a motion by Greg Land and a second by Marc Friedman.

Yes Linda Lees Dwyer
Yes Marc Friedman
Yes Robert Griffin
No Peter Hanley
Yes Greg Land

S. REQUESTED BOARD ITEM

T. ADJOURNMENT

Minutes:

There being no further business the meeting was adjourned at 8:43 p.m.



Board President



Board Clerk