

San Mateo Union High School District Minutes

Organizational Meeting
December 13, 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, Trustee Hanley, Trustee Griffin, Clerk Friedman, Vice-President Land and President Dwyer.

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

Minutes:

no comments

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-Superintendent

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

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

D.4. [*] Conference with Legal Counsel-Potential Litigation pursuant to Government Code Section 54956.9(d)(1)-one (1) case

D.5. [] Liability Claims pursuant to Government Code Section 54957

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

D.7. [*] Conference with Real Property Negotiator-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-one (1) case

D.10. [] Confidential Student Matters

E. OPEN SESSION (SMART CENTER)

Minutes:

President Dwyer called the open session to order at 7:07 p.m.

President Dwyer reported in Closed Session the board upon the motion of Trustee Griffin, and seconded by Vice-President Land, moved to approve the Stipulated Expulsion #18/19-07 with a vote of 5 to 0.

President Dwyer reported in Closed Session the board upon the motion of Clerk Friedman, and seconded by Vice-President Land, moved to approve the Separation Agreement 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 and President Linda Lees Dwyer. No Student Board Member was in attendance.

G. PLEDGE OF ALLEGIANCE TO THE FLAG

Minutes:

The pledge of allegiance to the flag was led by Peninsula High Principal Ron Campana's son.

H. ORGANIZATION OF THE BOARD OF TRUSTEES

H.1. Designation of New Officers: President, Vice President, Clerk, Appoint Secretary and Appoint a District Representative for the County Committee on School District Organization

Minutes:

Per Board Policy BB 9100, the reorganization of the Governing Board is as follows: Board President, Greg Land, Vice-President, Marc Friedman, Clerk Robert Griffin, Trustee Peter Hanley and Trustee Linda Lees Dwyer. The board appointed Superintendent Skelly as Secretary to the Board. Greg Land was appointed to be the District Representative for the County Committee on School District

Organization. Superintendent Skelly recognized President Dwyer for her service as Board President for the year. The Board members also recognized and thanked President Dwyer for her service as Board President.

I. PUBLIC AND/OR GOVERNING BOARD COMMENTS

Minutes:

Addressed the Board:

Mayor Michael Brownrigg congratulated the Burlingame Varsity Football Team and addressed the board on the Burlingame pool.

Trustee Dwyer: nothing to report

Trustee Hanley stated he is starting his fifth term on the board and it has been a privilege and honor to be an elected official. He stated all the accomplishments the board has achieved during his term. He feels the district is in a position to move forward with a bond to complete the long list of projects that have been developed over 50 years. He is convinced the district should pursue teacher housing. Over the next four years he wants to continue to increase the flexibility in the high school model to allow students to have easy access to college classes and to allow students to take late afternoon evening classes. He stated we still have a core of under-performing students in the district and the district needs to continue to make some changes and focus our efforts to help these students.

Clerk Griffin stated it is an honor to serve on the board and he looks forward to another four years.

Vice-President Friedman congratulated the three board members who are starting another term and President Land for starting the year as Board President.

President Land stated he appreciated working with the board. He stated the biggest goal is closing the achievement gap for English Learners and those that are impoverished. The district and staff are on the right track but the district needs to continue to focus on these students. He stated the D-Tech Charter School is a wonderful program.

I.1. Honoring Burlingame High School Central Coast Section Division 4 Football Champions

Minutes:

The Board of Trustees honored the Burlingame High School Varsity Football team for winning the Central Coast Section Division 4 Championship. Athletic Director John Philipopoulos presented the team with a certificate.

J. COMMUNICATIONS TO THE BOARD OF TRUSTEES

Minutes:

No communication to the Board.

K. CONSENT AGENDA

Minutes:

The board upon the motion of Vice-President Friedman, and seconded by

Trustee Dwyer, moved to approve the consent agenda with a vote of 5 to 0.

K.1. Approval of Field Trip for Burlingame High School to Participate in Sojourn to the Past

K.2. Acceptance of Gifts to the District

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

K.4. Approve the Minutes from the November 15, 2018 Board Meeting

K.5. Approval of Student Transfers to the Adult School

K.6. Conference Attendance: Business Services Staff to CASBO Conference in San Diego, CA

K.7. Approval of Resolution Authorizing Board Member Compensation

K.8. Confirmation of Bills and Salaries for November 2018

K.9. Approval to File the California Environmental Quality Act (CEQA) Notice of Exemption for the Burlingame High School Aquatic Center Project #0210.

K.10. Approval to File Notice of Completion for Capital Facilities Projects

K.11. Approval of Change Orders for Measure O and Redevelopment Projects

K.12. Approval of the Actuarial Study of Retiree Health Liabilities, Dated as of December 4, 2018

L. REGULAR REPORTS

L.1. Report of the Superintendent

Minutes:

Superintendent Skelly reported there are five college concurrent enrollment classes that are being offered for our students. These classes are being held at Mills and San Mateo. He reported that Ms. Chalkley and Associate Superintendent Kempkey held the first student access committee meeting. He attended the 92nd celebration of the Pilgrim Baptist Church where Board Member Robert Griffin spoke.

L.2. Report of the Student Board Member

Minutes:

no report

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

Minutes:

Jim Norman, San Mateo High Teacher and District Teacher Representative reported the San Mateo High School collected over 100,000 pounds of food for the can drive. There is a new art display in the Art Department. The art displayed is called "Alter Nature" which is a mixed media. Also, fifteen students have been selected to

display their art at SFO in Terminal 3. The staff and the community collected donations to purchase gifts for students whose families have limited resources. The at-risk freshman students were provided with cookies and cream ice cream. Students were able to meet with teachers during this time to get additional help in preparation for finals.

L.4. Report of the CSEA Chapter 519 Representative

Minutes:
no report

L.5. Report of the San Mateo Adult School Teachers Association

Minutes:
San Mateo Adult School Teachers Association Representative reported the Student Council organized the first Winter Fest for the Adult School students. Teacher Kriebel is working with the City of San Mateo to arrange regular mobile van visits to the Adult School students. They collected 50 bags of food to donate to Second Harvest Food Bank.

M. SPECIAL REPORTS AND APPEARANCES

M.1. Presentation and Approval of Positive Certification of the 2018-2019 First Interim Fiscal Report

Motion Passed: Approve a positive certification of the 2018-19 First Interim Report for the period July 1, 2018, through October 31, 2018, including the 2018-19 Budget Revisions incorporating revenue and expenditure increases/decreases for the District's various funds, and authorize its filing with the San Mateo County Superintendent of Schools. 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

M.2. Presentation of the Measures M and O General Obligation Bond Performance Audit

Minutes:
David Becker, Auditor, presented the Measure M and O General Obligation Bond Performance Audit.

M.3. Presentation and Acceptance of 2017-2018 Independent Audit

Minutes:
David Becker, Auditor, presented the 2017-2018 Independent Audit to the board. Vice-President Friedman moved to accept the 2017-2018 Independent Audit and Trustee Dwyer seconded with a vote of 5 to 0.

Motion Passed: Accept the attached 2017-2018 independent annual Audit Report of District financial records and procedures by the District's auditor, James Marta & Company LLP. Passed with a motion by Marc Friedman and a second by Linda Lees Dwyer.

Yes Linda Lees Dwyer

Yes Marc Friedman
Yes Robert Griffin
Yes Peter Hanley
Yes Greg Land

M.4. Peninsula High School-Western Association of Schools and Colleges (WASC) Update

Minutes:

Principal Ron Campana Presented the Peninsula High School Western Association of Schools and Colleges (WASC) update.

M.5. Discuss and Approve the Memorandum of Understanding by and between the Sequoia Union High School District and the San Mateo Union High School District Relating to Contributions for Students Enrolled in District-Sponsored Charter Schools and Priorities for Student Enrollment Lotteries at Design Tech Charter High School.

Minutes:

Superintendent Skelly presented the D-Tech Charter MOU presentation. The board directed Superintendent Skelly to continue working on the Memorandum of Understanding with Sequoia Union High School District and Design Tech High School.

N. CONSTRUCTION

N.1. Proposed Funding Plan for the Burlingame High School Aquatic Center

N.2. Approval of proposed Request for Qualifications/Request for Proposal for Lease-Leaseback Construction Services ("RFQ/RFP for LLB Construction Services") for Burlingame High School Swimming Pool Shell Replacement Project under Education Code Section 17406; Approval to File the California Environmental Quality Act (CEQA) Notice of Exemption for the Burlingame High School Aquatic Center Project #0210

Motion Passed: Staff recommends that the Board take the following actions:1. Approve the attached Request for Qualifications/Request for Proposal for Lease-Leaseback Construction Services for the BHS Shell Replacement Project.2. Approve the attached Lease-Leaseback Contract Documents, including the Site Lease, Facility Lease, and Construction Services Agreement, substantially in the form attached hereto.3. Approve the filing of the Notice of Exemption for the Burlingame High School Aquatic Center Project #0210 in accordance with the California Environmental Quality Act (CEQA) Guidelines. Passed with a motion by Robert Griffin and a second by Peter Hanley.

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

O. DIVISION OF HUMAN RESOURCES

O.1. Approval of Personnel Actions

Motion Passed: Approve the attached personnel actions, including the

addendum. Passed with a motion by Linda Lees Dwyer and a second by Marc Friedman.

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

P. DIVISION OF INSTRUCTIONAL SERVICES

Q. DIVISION OF STUDENT SERVICES

R. DIVISION OF BUSINESS SERVICES

S. BOARD OPERATIONS

S.1. Review and Discuss the Specific Board Policies - October 2018 Updates - Part One

Minutes:

The Board approved moving Board Policies - October 2018 Updates - Part One to the January 17 consent agenda.

T. REQUESTED BOARD ITEM

Minutes:

Items to be added the requested board items:


Dress Code Policy

Report on Guided Studies


U. ADJOURNMENT

Minutes:

There being no further business the meeting was adjourned at 10:26 p.m.



Board President



Board Clerk