

San Mateo Union High School District Minutes

Regular Meeting

August 09, 2018 7:00 PM
San Mateo Adult School

789 East Poplar

San Mateo, CA 94401

CLOSED SESSION - 5:30 PM

ADULT SCHOOL, ROOM 29

A. CALL TO ORDER

Minutes:

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

B. ROLL CALL

Minutes:

In attendance in closed session Trustee Griffin, Trustee Hanley, Clerk Friedman and President Dwyer. Vice-President Land was absent.

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

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

D.4. [*] Liability Claims pursuant to Government Code Section 54957
- one (1) case

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 - Five (5) Student Cases

E. OPEN SESSION (SMART CENTER)

Minutes:

President Dwyer called the Open Session to order at 7:12 p.m.

F. ROLL CALL

Minutes:

In attendance Trustee Peter Hanley, Trustee Robert Griffin, Clerk Marc Friedman and President Linda Lees Dwyer. Vice-President Greg Land arrived at 7:22 p.m.

G. PLEDGE OF ALLEGIANCE TO THE FLAG

Minutes:

The pledge of allegiance to the flag was led by Ken Montgomery, Director of Design Tech.

H. PUBLIC AND/OR GOVERNING BOARD COMMENTS

Minutes:

No public comments

Trustee Hanley reported he was delighted to be back at the board meeting ready for another exciting year.

Trustee Griffin reported he was also happy to be back at the board meeting for another exciting year.

Clerk Friedman reported he was also happy to be back at the board meeting for another year. He attended the Millbrae Community Center Meeting.

President Dwyer attended the new teacher orientation meeting. She thanked Julia Kempkey, Assistant Superintendent and Brian Simmons, Director of Curriculum and Instruction for all the work into this meeting.

I. COMMUNICATIONS TO THE BOARD OF TRUSTEES

J. CONSENT AGENDA

Minutes:

The board upon the motion of Clerk Friedman, and seconded by Trustee Griffin, moved to approve the consent agenda minus J1 Approval of Agreement for Legal Services with County Counsel of the County of San Mateo, J2 Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders, J6 Denial of Claim Against the District, J7 Denial of Inter-District Transfer Requests and J8 Resolution to Establish Temporary Interfund Transfers of Special or Restricted Funds with a vote of 5 to 0.

The board upon the motion of Trustee Griffin, and seconded by Vice-President Land, moved to approve J1 Approval of Agreement for Legal Services with County Counsel of the County of San Mateo, J2 Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders, J6 Denial of Claim Against the District, as amended removing "this claim is without merit, therefore" J7 Denial of Inter-District Transfer Requests, as amended pulling #1819-115 approving four expulsions and J8 Resolution to Establish Temporary Interfund Transfers of Special or Restricted Funds with a vote of 5 to 0

J.1. Approval of Agreement for Legal Services with County Counsel of the County of San Mateo

J.2. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders

J.3. Approve the Minutes from the June 21, 2018 Board Meeting

J.4. Approval of Change Orders for District Capital and Redevelopment Projects

J.5. Acceptance of Gifts to the District

J.6. Denial of Claim Against the District

J.7. Denial of Inter-District Transfer Requests

J.8. Resolution To Establish Temporary Interfund Transfers of Special or Restricted Funds

J.9. Adopt Resolution to Add New Bank Account for Implementation of Square for Payment Processing

J.10. Approve the Specific Board Policies - December 2017 Updates - Part One

K. REGULAR REPORTS

K.1. Report of the Superintendent

Minutes:

Superintendent Skelly reported the Student Services Department is busy enrolling students for the first day of school. He attended the new teacher orientation meeting and he complemented Ms. Dwyer on her comments to the new teachers. It is excited to see all the conference rooms in use. He introduced Laura Chalkley, Publication, Communication and Public Relations Manager. Principal Pam Duszynski, introduced Lyndsay Schlax, Assistant Principal at Mills High School

K.2. Report of the Student Board Member

Minutes:
none

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:
no report

L. SPECIAL REPORTS AND APPEARANCES

L.1. Design Tech Charter High School Update for Class of 2018

Minutes:
Ken Montgomery, Director of Design Tech Charter High School and Adelin Cheng, Design Tech student, updated the board on the charter school and the class of 2018.

L.2. District 2018-2019 Goals

Minutes:
Superintendent Skelly reviewed the 2018-2019 District Goals with the Board. The board requested some changes to the District Goals. The goals will be brought back to the board for approval at a future meeting.

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 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.2. Review, Discuss and Approve the Reclassification of the Human Resources Generalist Position

Motion Passed: Review, discuss and approve the reclassification of the Human Resources Generalist position, as contained in the attachment. Passed with a motion by Greg Land and a second by Robert Griffin.

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

Q.1. Approve Revisions to Facility Use Fees

Motion Passed: The Board of Trustees approve and adopt the revised 2018-19 Facilities Use Fee Schedule. 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

Q.2. Approval of Total Compensation Systems, Inc. Proposal

Motion Passed: Approve the Total Compensation Systems, Inc. proposal in the amount of \$9,315, with all costs to be charged to the General Fund and authorize the Superintendent to sign said proposal. 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

R. BOARD OPERATIONS

R.1. Potential Changes to BP & AR 5117 Interdistrict Attendance Policies

Minutes:

The administration will continue to review BP & AR 5117 Interdistrict Attendance Policies with the recommendation from the board to see a definition of hardship and to look at the language.

R.2. Board Members School, Committees and Designation of City Representatives assignments for the 2018-2019 School Year

Minutes:

The Board Members will email President Dwyer with their requested assignments for school, committees and city representative.

R.3. Review and Discuss the Specific Board Policies - December 2017 Updates - Part Two

Minutes:

The board approved moving the Review and Discuss the Specific Board

Policies - December 2017 Updates - Part Two to the August 23 consent agenda for approval.

R.4. Review and Discuss the Specific Board Policies - March 2018 Updates - Part One

Minutes:

The board approved moving the Review and Discuss the Specific Board Policies - March 2018 Updates - Part Two to the August 23 consent agenda for approval.

R.5. Review and Discuss the Specific Board Policy and Regulation - BP/AR 1312.1 - Complaints Concerning District Employees

Minutes:

The board approved moving the Review and Discuss the Specific Board Policy and Regulation - BP/AR 1312.1 - Complaints Concerning District Employees to the August 23 consent agenda for approval.

R.6. Review and Discuss the Specific Board Policy - BP 1312.3 - Uniform Complaint Procedures

Minutes:

The board approved moving the Review and Discuss the Specific Board Policy - BP 1312.3 - Uniform Complaint Procedures to the August 23 consent agenda for approval.

R.7. Review and Discuss the Specific Administrative Regulation - AR 4030 - Nondiscrimination in Employment and Employment Discrimination Complaint Procedure and AR 4031 - Complaints Concerning Discrimination in Employment

Minutes:

The board approved moving the Review and Discuss the Specific Administrative Regulation - AR 4030 - Nondiscrimination in Employment and Employment Discrimination Complaint Procedure and AR 4031 - Complaints Concerning Discrimination in Employment to the August 23 consent agenda for approval.

S. REQUESTED BOARD ITEM

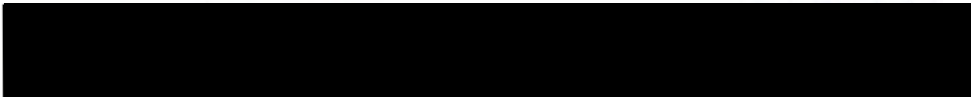
Minutes:


The board requested the change to "Update on the NGSS textbooks and where are we going" to read "Update on NGSS Curriculum and Instruction and to add "Legal Contracts."

T. ADJOURNMENT

Minutes:

There being no further business the meeting was adjourned at 9:51 p.m.


Board President


Board Clerk