

# San Mateo Union High School District Minutes

## Regular Meeting

May 07, 2020 7:00 PM

San Mateo Union High School District

650 N. Delaware Street

District Office Conference Room 129

San Mateo, CA 94401

Teleconference Meeting-

<https://zoom.us/j/91624859004?pwd=WG9UODNMVndENkQvek91QlJJEZVNXdz09>

ID 916 2485 9004 Password 678910

CLOSED SESSION - 5:30 PM-

Teleconference Link-For Board Members Only

### Attendance Taken at 7:00 PM:

#### Present:

Linda Lees Dwyer  
Marc Friedman  
Robert Griffin  
Peter Hanley  
Greg Land

### A. CALL TO ORDER

#### Minutes:

President Friedman called the closed session to order at 5:33 p.m.

### B. ROLL CALL

#### Minutes:

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

#### B.1. To Join by Telephone

Dial: US : +1 669 900 9128

Use the ID and Password shown above

### 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-Superintendent

D.2. [ \* ] Public Employee Appointment/Employment pursuant to Government Code Section 54957-Burlingame Assistant Principal I & II

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

D.4. [ ] Conference with Legal Counsel-Pending Litigation pursuant to Government Code Section 54956.9(d)

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, Elizabeth McManus, Deputy Superintendent, Landis Graden, DCG and Harold Freiman, Lozano Smith-property-Crestmoor, 300 Piedmont Avenue, San Bruno, California 94066, property pursuant to Government Code Section 54956.8

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**

Minutes:

President Friedman called the open session to order at 7:04 p.m.

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

Minutes:

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

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

Minutes:

The pledge of allegiance to the flag was led by Superintendent Skelly.

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

Minutes:

no public comment.

Trustee Land stated his concerns around graduation.

Trustee Dwyer passed

Clerk Hanley passed

Vice-President Griffin passed

President Friedman stated he really appreciates all the hard work of the administrators, teachers and staff for all the extra effort they have made during this pandemic. He is proud to be part of this district how everyone has come together to maintain the mission of the district during this difficult time.

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

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

Minutes:

The Board upon the motion of Vice-President Griffin, and seconded by Clerk Hanley, moved to approve the consent agenda with a vote of 5 to 0.

**J.1. Candidates for Graduation, May 2020**

**J.2. Ratification of Individuals to Serve as Representative to the CIF/CCS Leagues**

**J.3. Approval of the Employee Services Sharing Agreement Between the San Mateo Union High School District and the San Mateo County Office of Education**

**J.4. Approve the Minutes from the March 26, 2020 Special Board Meeting, April 2, 2020 Regular Board Meeting and April 16, 2020 Regular and Special Board Meeting**

**J.5. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders**

**J.6. Confirmation of Bills and Salaries for March 2020**

**J.7. Approve the CARE Solice Agreement**

**J.8. Award Contract for Burlingame High School Book Locker Addition Project**

**J.9. Award Contract for Burlingame High School Press Box Replacement Sitework Project.**

**J.10. San Mateo High School Caulking Replacement Project Rejection of Bids**

**J.11. Contract Award San Mateo High School Joint-Use Gymnasium Roof Replacement Project**

**J.12. Approval of Change Orders No. 2 and No. 3 and Budget Augmentation for Alternative Education High School Project**

### **J.13. Declaration of and Authorization to Dispose of Surplus Property**

#### **K. REGULAR REPORTS**

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

Minutes:

Superintendent Skelly thanked President Friedman and the board for their support during this tough time. He is impressed with our staff on how well people are working. Superintendent Skelly introduced Angela Taylor, New Director of the Adult School, Valerie Arbizu, New Aragon Principal and Dr. Holly Wade, Director of Special Ed.

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

Minutes:

no report

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

Minutes:

District Teachers' Association Representative thanked President Friedman for his comments. He reported the most common comment from teachers this is the hardest they have worked in a long time. Partly because the learning curve is so steep and no one here is an expert in this environment. He recognized the support of the board especially during lengthy deliberation of the last meeting. He appreciated the steadfast support of the district to determine what is best for the community.

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

Minutes:

CSEA Chapter 519 Representative reported CSEA had completed their voting on the MOU for the salary increase. CSEA Representative reported the union is officially at impasse with the district. Various CSEA members are being asked to return to work. They asked to ensure the signs are posted with the COVID 19 guidelines for the safety of the employees who are returning back to work. They acknowledge the teacher appreciation week.

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

Minutes:

San Mateo Adult School Teachers Association reported they are grateful they have reached a contract agreement with the district and the Adult School. They reported the San Mateo Adult school is well positioned to be part of the California COVID 19 recovery team. The school is in a good position to help people who have lost their job to retool and build new skills. Adult school offers job training with a special focus on computer skill training. They are offering professional communication course and community health programs. The school is providing mental health information and referral services. They reported the distant learning is a significant challenge for many adults. Many don't have access to technology. is difficult The San Mateo Adult School is one of the keys of rebooting the economy by teaching new skills.

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

### **L.1. DELAC Annual Report**

Minutes:

Sandra Brucker, Isabel Ayala, Junior at HHS, Samia Shoman, Rena Noriega, Evelyn G and Julia Kempkey gave the Annual DELAC report.

The Board of Trustees appreciated all of the hard work of the DELAC committee. They would like to see more counseling support. The board is concerned the district hasn't closed the achievement gap especially now with the virtual learning. They would like to see this item brought back to them.

### **L.2. Update to the Board regarding District Operation during Shelter In Place**

Minutes:

Assistant Superintendent Julia Kempkey, Director of Curriculum Brian Simmons updated the Board regarding the District operation during shelter-in-place.

### **L.3. Approval of Resolution 19-20-19- A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN MATEO UNION HIGH SCHOOL DISTRICT, SAN MATEO COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF SAN MATEO UNION HIGH SCHOOL DISTRICT (SAN MATEO COUNTY, CALIFORNIA) ELECTION OF 2020 GENERAL OBLIGATION BONDS SERIES A, AND ACTIONS RELATED THERETO**

**Motion Passed:** Staff recommends approval of Resolution 19-20-19, A RESOLUTION OF THE BOARD OF TRUSTEES OF THE SAN MATEO UNION HIGH SCHOOL DISTRICT, SAN MATEO COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF SAN MATEO UNION HIGH SCHOOL DISTRICT (SAN MATEO COUNTY, CALIFORNIA) ELECTION OF 2020 GENERAL OBLIGATION BONDS SERIES A, AND ACTIONS RELATED THERETO. 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. CONSTRUCTION**

### **M.1. Consider Approval of Categorical Exemption under the California Environmental Quality Act (CEQA) for the Video Surveillance Technology Upgrade Project and Authorize to File Notice of Exemption; Consider Approval Award of Video Surveillance Technology Upgrade Project**

**Motion Passed:** It is recommended that the Board of Trustees: (1) find the Video Surveillance Technology Upgrade Project is categorically exempt under CEQA guidelines section 15301; (2) authorize the filing of the Notice of Exemption, and (3) award the project to Edgeworth Security, LLC in the amount of \$1,397,777. 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

#### **M.2. Contract Award District Video Surveillance Technology Upgrade**

**Motion Passed:** It is recommended that the Board of Trustees award the contract for the District Video Surveillance Technology Upgrade Project to Edgeworth Security, LLC in the amount of \$1,397,777. Passed with a motion by Linda Lees Dwyer and a second by Robert Griffin.

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

#### **M.3. Authorization to Circulate for Comments and Publish Notice of Intent to Adopt Initial Study / Mitigated Negative Declaration for the Mills High School Sports Complex Project Pursuant to the California Environmental Quality Act.**

**Motion Passed:** It is recommended that the Board of Trustees approve: (1) filing the MND for the Project with the State Clearinghouse and County Clerk; (2) circulating the MND for a 30-day review and comment period; and (3) publishing the notice of intent to adopt the final MND at the June 11, 2020 Board of Trustees meeting. Passed with a motion by Greg Land and a second by Linda Lees Dwyer.

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

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

#### **N.1. Approval of the Contracts for the Assistant Principal II of Hillsdale High School and the Assistant Principal I of Burlingame High School for the 2020-2021 School Year**

**Motion Passed:** Approve the contracts for the Assistant Principal II of Hillsdale High School and the Assistant Principal I of Burlingame High School for the 2020-2021 school year. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

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

#### **N.2. 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

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

### **N.3. Adoption of Declaration of Need for Fully-Qualified Educators**

**Motion Passed:** Adopt the attached Declaration of Need for Fully-Qualified Educators which certifies that there is an insufficient number of certificated persons who meet the District's specified employment criteria for the positions listed on the attached form and authorize Kevin Skelly, Superintendent, to sign the Declaration. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

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

### **N.4. Public Hearing for the California School Employees Association (CSEA), Chapter 519 2020-2021 Salary Schedule**

Minutes:

President Friedman opened the Public Hearing for the California School Employees Association (CSEA), Chapter 519 2019-2020 Salary Schedule at 9:05 p.m.

Clerk Hanley reported he is in strong opposition of the approval of the CSEA 2019-2020 salary schedule.

President Friedman closed the Public Hearing for the California School Employees Association (CSEA), Chapter 519 2019-2020 Salary Schedule at 9:07 p.m.

### **N.5. Approval of the California School Employees Association (CSEA), Chapter 519 2020-2021 Salary Schedule**

**Motion Passed:** Approve the California School Employees Association (CSEA), Chapter 519 2020-2021 salary schedule, as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Robert Griffin.

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

### **N.6. Review, Discuss and Approve the New Stipend Position of School Site MTSS (Multi-Tiered System of Support) Coordinator Job Description**

**Motion Passed:** Review, discuss and approve the new stipend position of School Site MTSS (Multi-Tiered System of Support) Coordinator, as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Robert Griffin.

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

**N.7. Review, Discuss and Approve the Revision of the Classified/Certificated Job Description for the Behavior Specialist Position**

**Motion Passed:** Review, discuss and approve the revision of the classified/certificated job description for the Behavior Specialist position for the regular school year and an additional five (5) days as approved and three (3) extra days for Extended School Year (ESY), as contained in the attachment. Passed with a motion by Greg Land and a second by Linda Lees Dwyer.

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

**N.8. Review, Discuss and Approve the Changing Status and Job Description for the New Position of Adult School Instructor - Non-Credentialed**

**Motion Passed:** Review, discuss and approve the changing status of Adult School independent contracts to Adult School Instructors - Non-Credentialed, as contained in the attached job description. Passed with a motion by Robert Griffin and a second by Linda Lees Dwyer.

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

**N.9. Approve the Revised Job Description for the Activities Director**

**Motion Passed:** Approve the revised job description for the Activities Director, as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

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

**N.10. Approve the Revised Job Description for the United Associated Student Body (UASB) Advisor**



**Motion Passed:** Approve the revised job description for the United Associated Student Body (UASB) Advisor, as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

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

**N.11. Review, Discuss and Approve a Covid-19 Pandemic Exception to Board Policy 6145 - Extracurricular and Co-Curricular Activities**

**Motion Passed:** Approve Covid-19 Pandemic exception to Board policy 6145 - Extracurricular and Co-Curricular Activities, as contained in the attachment. Passed with a motion by Greg Land and a second by Linda Lees Dwyer.

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

**N.12. Approve the Revised 2019-2020 Miscellaneous Salary Schedule**

**Motion Passed:** Approve the revised 2019-2020 Miscellaneous Salary Schedule, as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

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

**O. DIVISION OF INSTRUCTIONAL SERVICES**

**P. DIVISION OF STUDENT SERVICES**

**Q. DIVISION OF BUSINESS SERVICES**

**Q.1. Approval of Resolution Authorizing the Superintendent and Designees to Act as the Authorized Agents for San Mateo Union High School District for FEMA COVID-19 Disaster Relief and Emergency Assistance Act**

**Motion Passed:** It is recommended that the Board of Trustees: (1) approve and adopt the Designation of Applicant's Agent Resolution for Non-State Agencies designating the Superintendent, Deputy Superintendent and Director of Fiscal Services as authorized agents for all matters relating to the District's application for Federal Emergency Management Agency (FEMA) COVID-19 Disaster Relief Assistance (Cal OES form 130) and (2) approve completion and the submission of the Project Assurances for Federal Assistance (Cal OES form 89). Passed with a motion by Greg Land and a second by Linda Lees Dwyer.

Yes Linda Lees Dwyer

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

## **R. BOARD OPERATIONS**

### **R.1. Review, Discuss and Approve Specific Board Policies**

Minutes:

The Board of Trustees approved moving the specific board policies to the consent agenda for the May 21, 2020 Board Agenda.

**Motion Passed:** December 2019 Updates - Part Two Review and discuss the specific Board policies - December 2019 Updates - Part Two:-AR 5125 - Student Records-BP/AR 5131.2 - Bullying-BP/AR 5141.21 - Administering Medication and Monitoring Health Conditions-BP/AR 6143 - Course of Study-AR 6174 - Education for English Learners-AR 6175 - Migrant Education-BB 9150 - Student Board Members-COVID-19 Policies Review, discuss and approve the COVID-19 policies:-BP 4113.5/4213.5/4313.5 - Working Remotely-BP 6157 - Distance Learning as contained in the attachment. Passed with a motion by Linda Lees Dwyer and a second by Robert Griffin.

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

### **R.2. Approve the Changed Graduation Dates**

Minutes:

The Board of Trustees approved the changed graduation dates with the recommendation to change to the Middle College graduation date to June 2, 2020.

## **S. REQUESTED BOARD ITEM**

## **T. ADJOURNMENT**

Minutes:

There being no further business the meeting was adjourned at 9:20 p.m.

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Board President

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Board Clerk