

# San Mateo Union High School District Minutes

## Regular Meeting

January 23, 2020 7:00 PM  
San Mateo Union High School District

650 N. Delaware Street

District Office Conference Room 129

San Mateo, CA 94401

CLOSED SESSION - 5:00 PM

District Office Conference Room 204

### 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 5:05 p.m.

### B. ROLL CALL

#### Minutes:

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

### 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

D.3. [ \* ] Conference with Legal Counsel-Existing Litigation;- pursuant to Government Code Section 54956.9 - one (1) case

D.4. [ \* ] Conference with Legal Counsel-Pending Litigation pursuant to Government Code Section 54956.9(d)(1)- two (2) cases

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-pursuant to Government Code Section 54956 - Crestmoor, 300 Piedmont Avenue, San Bruno, California 94066

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

D.9. [ \* ] Confidential Student Discipline-three (3) cases

D.10. [ ] Confidential Student Matters

#### **E. OPEN SESSION**

Minutes:

President Friedman called the Open Session to order at 7:05 p.m.

President Friedman reported that in closed session the Board, upon the motion of Clerk Hanley, and seconded by Trustee Land, moved to approve the Stipulated expulsion 19/20-07, 19/20-08 and 19/20/09 with a vote of 5 to 0.

President Friedman reported in closed session the Board upon the motion of Clerk Hanley, and seconded by Vice-President Griffin, moved to approve three Special Education Settlements with a vote of 5 to 0.

#### **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 the Aragon and Burlingame Girls Basketball teams.

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

Minutes:

Trustee Land reported he attended the Burlingame High School Aquatic Center opening. He thanked the district for hosting the San Mateo Legislative School Day meeting.

Trustee Dwyer reported she attended the Burlingame High School Aquatic Center opening.

Clerk Hanley reported he attended the San Mateo Legislative Day and the Burlingame High School Aquatic Center opening. He mentioned Measure L and the committee is actively promoting the measure. He noted this week is the National School Choice week.

Vice-President Griffin reported he attended the Burlingame High School Aquatic Center reopening.

President Friedman reported he attended the San Mateo Legislative Day and the Burlingame High School Aquatic Center reopening. President Friedman asked that staff put on an upcoming agenda a climate change policy.

The following people addressed the board on hazardous chemicals on school grounds:

Christina Ip-Toma and Jen Yamagishi

The following people addressed the board on climate change policy:

Greta Dooley and Brennan McDonald

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

##### **I.1. Letter to the Board of Trustees Opposing the Cell Towers proposed next to San Bruno Schools.**

Minutes:

President Friedman acknowledged the receipt of the letter to the Board of Trustees Opposing the Cell Towers proposed next to San Bruno Schools.

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

Minutes:

The Board upon the motion of Trustee Dwyer, and seconded by Trustee Land, moved to approve the consent agenda pulling item J7 Approval of Field Trip for Aragon High School to Participate in China Focus Travel with a vote of 5 to 0.

The Board upon the motion of Trustee Land, and seconded by Trustee Dwyer, moved approve item J7 Approval of Field Trip for Aragon High School to Participate in China Focus Travel with a vote of 5 to 0.

Aragon Principal Kurtz will be providing the Board with an update on the China trip concerning the health concerns.

##### **J.1. Approval of Student Transfers to the Adult School**

##### **J.2. Approve the Specific Board Policies - July 2019 Updates - Part Two**

- J.3. Acceptance of Quarterly Report on Williams Uniform Complaints
- J.4. Approval of the Revised 2019-2020 Miscellaneous Salary Schedule
- J.5. Approve the Draft of the Psychologist Salary Schedule
- J.6. Approval of School Accountability Report Cards (SARC)
- J.7. Approval of Field Trip for Aragon High School to Participate in China Focus Travel
- J.8. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders
- J.9. Acceptance of Gifts to the District
- J.10. Confirmation of Bills and Salaries for December 2019
- J.11. Use of Umland Funds for Burlingame High School Outfield Score Board, Birdie Machine and Portable Fence
- J.12. Approval of 2020-2021 Budget Development Calendar
- J.13. Receipt of Design Technology Charter School's Annual Financial Reports For Fiscal Year Ending June 30, 2019
- J.14. Addition of Julia Kempkey as a cardholder to the State of California Purchase Card (CAL-CARD) Program.
- J.15. Approval of Construction Services with Guerra Construction for the Hillsdale High Music Room Exterior Wall Waterproofing Project
- J.16. Approval of Change Orders for Redevelopment Projects: San Mateo High School Exterior Paint and Sealant Replacement Project Change Order Number 1
- J.17. Approval to File Notice of Completion for Capital Facilities Projects: San Mateo High School Exterior Painting Project
- J.18. Approval to File the California Environmental Quality Act Notice of Exemption for the Burlingame High School Press Box Replacement project.
- J.19. Conference Attendance for Superintendent, Assistant Superintendent of Curriculum and Instruction and Director of Special Education to attend 2032 Spring Consortium Meeting
- J.20. Approve the Minutes from the December 12, 2019 Regular Board Meeting

#### K. REGULAR REPORTS

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

###### Minutes:

Superintendent Skelly reported he has been visiting schools and is finishing up on the Mid-Year meetings with Cabinet and Principals. He reported there are several retirements, Adrian Kirk, Hillsdale Assistant Principal and Carolyn Schwartzbord, Director of Special Education. Superintendent Skelly reported the San Mateo Daily Journal has endorsed Measure L. He encouraged the students to register to



vote.

**K.1.1. Congratulations to the Burlingame High School Girls Varsity Volleyball Team and the Aragon High School Girls Varsity Volleyball Team for the 2019 Central Coast Section Division III and II Champions**

Minutes:

Congratulations to the Burlingame High School Girls Varsity Volleyball Team and the Aragon High School Girls Varsity Volleyball Team for the 2019 Central Coast Section Division III and II Champions. Burlingame Principal Belzer and Aragon Principal Kurtz introduced their girls' basketball team.

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

Minutes:

Student Board Member Shelby Cherkas reported UASB is working on bringing back the Leadership camp. They have been doing fundraising to raise money to pay for the camp. She reported she knows there would be students who would be interested in being on the sustainability panel.

Student Board Member Kaitlyn Duong also reported UASB has been working toward bringing back the Leadership camp. UASB is also working on realigning values regarding relationships, cultural and climate change values regarding diversity and inclusivity.

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

Minutes:

District Teachers' Association Representative reported the second semester has gotten off to a good start. He recognized the classified staff for all the work they do to prepare the school and classrooms. He reported the SMUHSD CTA Legislative council has voted to unanimously support Measure L. He hoped the board will consider endorsing the Schools in Communities First Act by the Board adopting a resolution to repair the loophole in Prop 13.

**K.4. Report of the San Mateo Adult School Teachers Association**

Minutes:

San Mateo Adult School Teachers Association representative reported the San Mateo County Office of Sustainability will be making a return visit to the Adult School. Cynthia Eagleton is the Green Team Advisor and also an active member of the union who is proud to support the sustainability of the district. She reported they have registered 400 students for the morning and afternoon sessions at the Adult School. April 20-24 is the Adult Education week and she invited the board to attend.

**L. SPECIAL REPORTS AND APPEARANCES**

**L.1. Burlingame and Mills High School Boundaries**

Minutes:

Director Student Services Don Scatena presented to the board the presentation on Burlingame and Mills High School boundaries.

Next Steps:

-Schedule two by two meetings with City Councils and Burlingame Intermediate School District.

-Include in presentation the potential development in Millbrae.

-Bring this back to the board at a later date.

**L.2. Local Control and Accountability Plan (LCAP) College and Career and Dual Enrollment Board Update**

Minutes:

Director of Student Services Brian Simmons presented the Local Control and Accountability Plan (LCAP) College and Career and Dual Enrollment Board Update.

The Board of Trustees asked to be provided in a weekly report the graduation rates of college for 5 to 6 years' graduation rates and the numbers of students that we do have currently doing course work in the different schools and the three community colleges in the program of Dual Enrollment and the projected ones as well what we have now and where we want to go by 2023.

**L.3. 2019-2020 Mid-Year Annual District Goals Update**

Minutes:

The Board of Trustees approved moving the 2019-2020 Mid-Year Annual District Goals Update to the next board 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 Linda Lees Dwyer.

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

**N.2. Review and Discuss the Job Description for the New Position of Senior Accountant**

**Motion Passed:** Review and discuss the job description for the new position of Senior Accountant and the salary comparison, 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.3. Review, Discuss and Approve the Reclassification of the Executive Coordinator Positions**

**Motion Passed:** Review, discuss and approve the reclassification of the Executive Coordinator positions, 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.4. Review, Discuss and Approve the Revised 2019-2020 Confidential Salary Schedule**

**Motion Passed:** Review, discuss and approve the revised 2019-2020 Confidential 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

**N.5. Approve the Mental Health Program Reorganization**

**Motion Passed:** For Information Only. 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.6. Approve the Revised 2019-2020 Classified Salary Schedule**

**Motion Passed:** Approve the revised 2019-2020 Classified Salary Schedule, 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. DIVISION OF INSTRUCTIONAL SERVICES**

**O.1. Approval of the Data Science Course Proposal**

**Motion Passed:** Approve the recommended course proposal for Data Science, 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

**P. DIVISION OF STUDENT SERVICES**

**Q. DIVISION OF BUSINESS SERVICES**

**Q.1. Approval of Five Year Accounting of Developer Fees**

**Motion Passed:** It is recommended that the Board of Trustees approve the five-year accounting of developer fees for fiscal years 2014-15 through 2018-19. Passed with a motion by Peter Hanley and a second by Robert Griffin.

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

**Q.2. State Budget Update**

Minutes:

The Board of Trustees approved moving the State Budget Update to the next board meeting.

**R. BOARD OPERATIONS**

**R.1. Approve the Established Graduation Dates, Time and Location, May/June 2020**

Minutes:

The Board of Trustees moved to approve the graduation dates as is and approved the superintendent to investigate moving the Peninsula High School graduation date to Wednesday.

**Motion Passed:** Approve the established graduation dates, times and location as presented. 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

**R.2. Board of Trustee Graduation Assignments for the 2019-2020 Graduations**

Minutes:

The Board of Trustees moved to approve the Board of Trustee Graduation Assignments for the 2019-2020 Graduations to the next board meeting.

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

**Motion Passed:** Approve the April 30, 2020 for the Special Budget Study Session at 6:00 p.m. 650 N. Delaware Street, San Mateo, CA, District Office Conference Room 129. 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

**R.4. Review, Discuss and Approve the Specific Administrative Regulation - AR 5144.1 - Suspension & Expulsion/Due Process**

Minutes:

The Board of Trustee moving the Review, Discuss and Approve the Specific Administrative Regulation - AR 5144.1 - Suspension & Expulsion/Due Process to the next board meeting.

**R.5. Review and Discuss the Specific Board Policies - October 2019 Updates - Part One**

Minutes:

The Board of Trustees approved moving the Review and Discuss the Specific Board Policies - October 2019 Updates - Part One to the February 13, 2020 board agenda.

**S. REQUESTED BOARD ITEM**

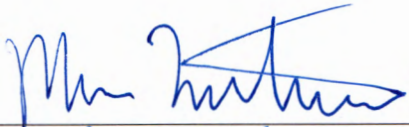
Minutes:

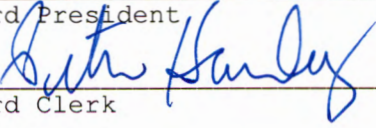
The Board of Trustees requested adding to the board items the process for mandated admissions to the Adult School.

**T. ADJOURNMENT**

Minutes:

There being no further business the regular board meeting was adjourned at 9:40 p.m.

  
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Board President

  
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Board Clerk