

**San Mateo Union High School District**

**Minutes**

**Regular Meeting**

February 13, 2025 7:00 PM

San Mateo Union High School District

650 N. Delaware Street

District Office Conference Room 204

San Mateo, CA 94401

To view Open Session in its entirety, please follow this link to

[YouTube Board Meetings](#)

Present

Robert Griffin

Teri Chavez

Jennifer Jacobson

Greg Land

Ligia Andrade Zuniga

#### **E. CLOSED SESSION**

- 1. ( \* ) Public Employee Evaluation pursuant to Government Code Section 54957 - Title: Superintendent**
- 2. ( ) Public Employee Appointment/Employment pursuant to Government Code Section §54957 - Position:**
- 3. ( \* ) Conference with Legal Counsel - Potential Litigation; Significant Exposure to Litigation Pursuant to Government Code § 54956.9(d)() - ( 1 ) Case**
- 4. ( \* ) Conference with Legal Counsel Regarding Existing Litigation pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9.San Mateo County Superior Court Case No 24-CIV-00282**
- 5. ( ) Liability Claims pursuant to Government Code Section §54957 - ( 1 ) Case:**
- 6. ( ) Conference with Real Property Negotiator - Randall Booker, Superintendent,**
- 7. ( ) Conference with Labor Negotiators pursuant to Government Code Section §54957.6**
- 8. ( \* ) Public Employee Discipline/Dismissal/Release/Complaint pursuant to Government Code Section §54957**
- 9. ( ) Confidential Student Discipline - ( ) Case**
- 10. ( ) Confidential Student Matters - ( ) Case**

#### **F. OPEN SESSION**

#### **G. ROLL CALL**

Robert Griffin

Teri Chavez

Jennifer Jacobson

Greg Land

Ligia Andrade Zuniga

Moment of silence

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

Led by Student Board Representatives Emily Ma and Libbey Kwok

#### **I. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

In Closed Session, upon the motion of Trustee Land and Seconded by Trustee

Chavez, the Board approved settlement case # 2024-00890 with a vote of 4 to 0. The votes were as follows:

Trustee Chavez - Yes  
Trustee Jacobson - Absent  
Trustee Land - Yes  
Trustee Andrade Zuniga- Yes  
Trustee Griffin - Yes

In Closed Session upon the motion of Trustee Chavez and Seconded by Trustee Jacobson the Board took action to give Notice of Release/Reassignment to Employee # 22900 with a vote of 5 to 0

Yes - Robert Griffin  
Yes - Teri Chavez  
Yes - Jennifer Jacobson  
Yes - Greg Land  
Yes - Ligia Andrade Zuniga

#### **J. ADOPT THE AGENDA**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Land, the Board moved to Adopt the Agenda with a vote of 5 to 0.

#### **Preferential vote:**

Yes- Student board member Libby Kwok  
Yes- Student board member Emily Ma

Yes - Robert Griffin  
Yes - Teri Chavez  
Yes - Jennifer Jacobson  
Yes - Greg Land  
Yes - Ligia Andrade Zuniga

#### **K. PUBLIC COMMENTS**

#### **L. GOVERNING BOARD COMMENTS -**

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

1. 2024- 2025 First Interim Financial Report Design Tech High School

**N. RECOGNITION**

**O. CONSENT AGENDA -**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Consent Agenda with the exception of Items 25 and 26, with a vote of 5 to 0.

**Preferential vote:**

Yes- Student board member Libby Kwok

Yes- Student board member Emily Ma

Yes - Robert Griffin

Yes - Teri Chavez

Yes - Jennifer Jacobson

Yes - Greg Land

Yes - Ligia Andrade Zuniga

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Chavez, the Board moved to approve **item 25** with a vote of 5 to 0.

**Preferential vote:**

Yes- Student board member Libby Kwok

Yes- Student board member Emily Ma

Yes - Robert Griffin

Yes - Teri Chavez

Yes - Jennifer Jacobson

Yes - Greg Land

Yes - Ligia Andrade Zuniga

Upon the motion of Trustee Jacobson and seconded by Trustee Chavez, the Board moved to approve **Item 26** with a vote of 5 to 0.

**Preferential vote:**

Yes- Student board member Libby Kwok

Yes- Student board member Emily Ma

Yes - Robert Griffin

Yes - Teri Chavez

Yes - Jennifer Jacobson

Yes - Greg Land

Yes - Ligia Andrade Zuniga

- 1. Approval of Contracts Over \$25,000**
- 2. Confirmation of Bills and Salaries for December 2024**
- 3. Acceptance of Gifts to the District**
- 4. Approval to Dispose of Obsolete Property/Equipment**
- 5. Approval of 2025-2026 Budget Development Calendar**
- 6. Approval to Award a Contract To Quakehold Industrial Inc. for Emergency Preparedness Supplies**
- 7. Approval of Schematic Design, Budget, and Schedule For The DistrictWide Kitchen Upgrades and Approval To Utilize Lease-Leaseback Contracting Method and Issue A Request For Qualifications/Proposals For Construction Services**
- 8. Approval To Utilize Lease-Leaseback Contracting Method and Issue A Request For Qualifications/Proposals For Construction Services For The Burlingame High School Football Stadium Light Replacement Project**
- 9. Approval To Advertise and Solicit Bids For The Bridge Academy Portables Project**
- 10. Approval To Advertise and Solicit Bids For The HVAC Control Replacement Project at Burlingame and Mills High Schools**
- 11. Approval To Advertise and Solicit Bids For The Hillsdale High School Switchgear Replacement Project**
- 12. Approval of The Revised Schematic Budget For The Burlingame High School Building C HVAC Replacement Project**
- 13. Approval of Lathrop Construction Associates Contingency Draw Authorization No.2 For The San Mateo High School Gym Project**
- 14. Approval of BHM Construction, LLC. Change Order No.4 For The DistrictWide Fire Alarm Replacement Project**
- 15. Approval of Atlas Pellizzari Electric Change Order No.1 For The District Office Back-up Generator Project**
- 16. Approval To File The California Environmental Quality Act (CEQA) Notice of Exemption for the Hillsdale High School Buildings J & K Chiller Replacement Project**
- 17. Approval To File The California Environmental Quality Act (CEQA) Notice of Exemption for the Hillsdale High School Switchgear Replacement Project**
- 18. Approval To File The California Environmental Quality Act (CEQA) Notice of Exemption for the Bridge Academy Portables Project**
- 19. Board Meeting Minutes**
- 20. Approval of Field Trip - BHS Robotics**
- 21. Approval of Field Trip - HHS - Wrestling**
- 22. Approval of Field Trip - MC - Camping Trip**
- 23. Approval of Field Trip - HHS Journalism**
- 24. Approval of Adult School Course Outlines for Science Courses**
- 25. Approval of Contract with the Department of Rehabilitation**
- 26. Approval of New Novel- The Island of Missing Trees**

**P. REGULAR REPORTS -**

- 1. Report of the Superintendent**
- 2. Report of the District Teachers Association Representative**
- 3. Report of the CSEA Chapter 519 Representative**
- 4. Report of the San Mateo Adult School Teachers Association**

**Q. SPECIAL REPORTS AND APPEARANCES -**

**1. Projected Enrollment and Intradistrict Transfer Lottery**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the projected enrollment and Intradistrict Transfer Lottery with a vote of 5 to 0.

**Preferential vote:**

Yes- Student board member Libby Kwok

Yes- Student board member Emily Ma

Yes - Robert Griffin

Yes - Teri Chavez

Yes - Jennifer Jacobson

Yes - Greg Land

Yes - Ligia Andrade Zuniga

**2. Academic Data: Class of 2024**

Presented by Brian Simmons and Dr. Kempkey

**R. CONSTRUCTION -**

**S. DIVISION OF HUMAN RESOURCES PERSONNEL CONSENT AGENDA -**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Chavez, the Board moved to approve the Human Resources Personnel Consent Agenda with a vote of 5 to 0.

**1. Personnel Actions**

**2. Approval of Summer School Principal Job Description**

**3. Approval of Updated AFSCME Salary Schedule**

**4. Approval of the Side Letter with California School Employees Association and San Mateo Union High School District Regarding the Work Schedule for Andrea Hadley**

**5. Approval of Memorandum of Understanding with California School Employees Association and San Mateo Union High School District Regarding Summer Pay**

**6. Approval of Memorandum of Understanding with San Mateo Union High School District, Kyle J Taylor Foundation and Peninsula Health Care District**

## **7. Approval of Student Transfers to the Adult School**

### **T. DIVISION OF HUMAN RESOURCES -**

#### **1. Personnel Actions Addendum**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Personnel Action Addendum with a vote of 5 to 0.

#### **2. Approval of Classified Reclassification**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Land, the Board moved to approve the Classified Reclassification with a vote of 5 to 0.

#### **3. Rescission of Administrative Regulations 4119.13 and 5145.72**

Upon the motion of Trustee Jacobson and seconded by Trustee Chavez, the Board moved to approve the Rescission of Administrative Regulations 4119.13 and 5145.72 with a vote of 4 to 1.

The votes were as follows:

Yes - Robert Griffin

Yes - Teri Chavez

Yes - Jennifer Jacobson

No - Greg Land

Yes - Ligia Andrade Zuniga

### **U. DIVISION OF STUDENT SERVICES**

### **V. DIVISION OF INSTRUCTIONAL SERVICES -**

#### **1. LCAP Mid Year Report**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the LCAP Mid Year Report with a vote of 5 to 0.

#### **2. Approval of Vocal Jazz Ensemble Course Proposal**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Chavez, the Board moved to approve the Classified Reclassification with a vote of 5 to 0.

#### **3. Approval of Advanced Interior Design Course Proposal**

Upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, the Board moved to approve the **Advanced Interior Design Course Proposal** with a vote of 5 to 0.

#### **4. Approval of Construction and Trades Course Proposal**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Construction and Trades Course Proposal with a vote of 5 to 0.

## **W. DIVISION OF BUSINESS SERVICES -**

### **1. Governor's Proposed 2025-2026 State Budget Update**

### **2. Closing of the Purchase and Sale Agreement for Sale of Crestmoor School Site to SummerHill Homes, LLC**

## **X. BOARD OPERATIONS -**

### **1. 2025 Ballot for CSBA Delegate Assembly**

Upon the motion of Trustee Chavez and seconded by Trustee Andrade Zuniga, the Board moved to approve the 2025 Ballot for CSBA Delegate Assembly with a vote of 5 to 0.

## **Y. FUTURE BOARD AGENDA ITEMS -**

### **1. Future Board Agenda Items**

- Feb. 27th: Spotlight on Student Learning: Professional Learning Feedback
- Mar 27th: CTE Presentation
- Apr. 10th: Student & Family Panorama Survey results
- Apr. 17th: Board Study Session - DELAC Presentation
- May 22nd: AVID Program Highlights and Senior Stand Out
- Spring 2025: Board Governance Handbook and Self Evaluation

## **Z. ADJOURNMENT - 9:50pm**