

**San Mateo Union High School District**

**Minutes**

**Regular Meeting**

December 19, 2024 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

Ligia Andrade Zuniga

Robert Griffin

Teri Chavez

Jennifer Jacobson

Greg Land

**E. CLOSED SESSION**

1. ( ) **Public Employee Evaluation pursuant to Government Code Section 54957 - Title:**
2. ( ) **Public Employee Appointment/Employment pursuant to Government Code Section §54957 - Position:**
3. ( \* ) **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-03585.**
4. ( ) **Conference with Legal Counsel - Potential Litigation; Significant Exposure to Litigation Pursuant to Government Code § 54956.9(d)() - ( ) Case**
5. ( \* ) **Liability Claims pursuant to Government Code Section §54957 - Case # 2025-00330**
6. ( \* ) **Conference with Labor Negotiators pursuant to Government Code Section §54957.6 - Unrepresented Employee: 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 - ( ) Cases**
10. ( ) **Confidential Student Matters - ( ) Cases**

**F. OPEN SESSION**

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

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

In closed session, upon the motion of Trustee Jacobson and seconded by Trustee Chavez the Board approved Resolution No. 24-25-08 to waive the confidentiality of discussions in closed session meetings relating to the circumstances surrounding the decision to vote to non-reelect Employee Number 17055, for the purposes of defending against the allegations in the Petition for Writ of Mandate filed by Employee Number 17055 on June 12, 2024 in San Mateo County Superior Court, Case No. 24-CIV-03585.

The votes were as follows:

Trustee Griffin - Yes

Trustee Chavez - Yes

Trustee Jacobson Yes

And I voted Yes

Trustee Land was Absent

In closed session upon the motion of Trustee Griffin and seconded by Trustee Chavez, the Board denied a liability claim with a vote of 4 to 0.

The votes were as follows:

Trustee Griffin - Yes

Trustee Chavez - Yes

Trustee Jacobson Yes

And I voted Yes

Trustee Land was Absent

#### **J. SWEARING IN OF ELECTED BOARD OF TRUSTEES**

#### **K. ORGANIZATION OF THE BOARD OF TRUSTEES**

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

Upon the motion of Trustee Chavez and seconded by Trustee Land, The Board moved to approve the Designation of New officers: President, Vice President, Clerk, Appoint Secretary and Appoint a District Representative for the County Committee on School District Organization with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

##### **President, Vice President, Clerk,**

Upon the motion of Trustee Chavez and seconded by Trustee Land, The Board approved the President, Vice President and Clerk with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

## **District Representative for the County Committee on School District Organization**

Upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, the Board moved to approve Trustee Greg Land as the District Representative with a vote of 5 to 0.

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 Land, the Board moved to approve Randall Booker as Secretary to the Board with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

### **L. PUBLIC COMMENTS**

### **M. GOVERNING BOARD COMMENTS**

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

### **O. RECOGNITION**

### **P. CONSENT AGENDA -**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board approved the Consent Agenda with a vote of 5 to 0.

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 November 2024**
- 3. Acceptance of Gifts to the District**
- 4. Approval to Dispose of Obsolete Property/Equipment**
- 5. Ratify Agreement with City of San Mateo Supporting Empowerment Through Action (ETA)**
- 6. School Bus Purchases: Three Passenger Buses from Model 1 Commercial Vehicles, Inc.**
- 7. Adopt Resolution 24-25-11 to Authorizing Filing of Application(s) for State Allocation Board-Administered Programs for the San Mateo Union High School District**
- 8. Approval Of Funding Source Shift For The Capuchino High School Safety Netting Project**
- 9. Approval of Annual and Five-Year Requirement Report For Developer Fees – Fiscal Year 2023-2024**
- 10. Approval of Contingency Draw Authorization No.1 For The Burlingame High School Music Classroom Renovations Project**
- 11. Approval of Contingency Draw Authorization No.1 For The Burlingame High School Gym Replacement Project**
- 12. Approval of Engie Services US Change Order No.3 For The District-Wide Solar Photovoltaic Project**
- 13. Approval of Change Order No.1 For The District-Wide Public Facing EV Charging Stations Project**
- 14. Approval of BHM Construction LLC Change Order No. 2 For The District-Wide Fire Alarm Replacement Project**
- 15. Approval of Architectural MasterAgreement with Dreiling Terrones Architecture for Deferred Maintenance Projects**
- 16. Approval of Gates & Associates Proposal for Architectural Services For The Hillside High School Phase 3 - Site Improvements Monument**
- 17. Approval of Field Trip - BHS Aerospace Valley Regional**
- 18. Approval of Field Trip - BHS Arizona East Regional**
- 19. Approval of Field Trip - BHS FIRST Robotics World**
- 20. Approval of Field Trip - BHS Ventura Regional**
- 21. Approval of Field Trip - MHS FCCLA State Leadership**
- 22. Approval of Adult School Course Outlines for Social Science**

**Q. 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**

**R. SPECIAL REPORTS AND APPEARANCES -**

- 1. MultiLingual Learner Progress Update Presentation**

**S. CONSTRUCTION -**

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

Upon the motion of Trustee Chavez and seconded by Trustee Land, The Board moved to approve the Division of Human Resources Personnel Consent Agenda with the exemption of item 3, with a vote of 5 to 0.

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 Land, The Board moved to approve item 3 with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**1. Personnel Actions**

- 2. Approval of the Integrated Student Support Coordinator Job Description**
- 3. Approval of the CTE Teacher on Special Assignment Job Description**

**4. Approval of Memorandum of Understanding with Burlingame School District Regarding Don Scatena**

**5. Approval of Side Letter Regarding PHS Dual Enrollment Course Support**

**6. Approval of ELPAC Proctor Job Description**

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

**8. Approval of the Memorandum of Understanding Between California State University, East Bay and San Mateo Union High School District**

**U. 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 Actions Addendum with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**2. Summary of Financial Terms of Superintendent's Employment Contract**

**3. Approval of Amendment to Superintendent's Employment Agreement**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Jacobson, the Board moved to approve the Amendment to the Superintendents Employment Agreement with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**4. Approval of Non-Represented Administrator Contracts for the Remainder of the 2024-2025 School Year**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to Approve Non-Represented Administrator Contracts for the Remainder of the 2024-2025 School Year with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**5. The Adult School American Federation of Teachers' 2024-2025 Reopener Proposal**

**6. Public Hearing for American Federation of Teachers' 2024-2025 Contract Proposals**

The public hearing was opened at 9:31pm, The hearing was closed at 9:31 pm.

**7. Approval of Classified Position- Bridge to Bridge Coordinator**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Jacobson, the Board moved to approve the Classified Position- Bridge to Bridge Coordinator with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**8. Approval of the Change in Title and Revised Job Description for the Capital Facilities Fiscal Manager Position**

Upon the motion of Trustee Chavez and seconded by Trustee Land, the Board moved to approve the Change in Title and Revised Job Description for the Capital Facilities Fiscal Manager Position with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

#### **V. DIVISION OF STUDENT SERVICES**

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

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

##### **1. Presentation and Approval of Positive Certification of the 2024-2025 First Interim Fiscal Report**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Positive Certification of the 2024-2025 First Interim Fiscal Report with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

##### **2. Presentation and Acceptance of the Independent Auditor's Report for the Fiscal Year Ended June 30, 2024**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Presentation and Acceptance of the Independent Auditor's Report for the Fiscal Year Ended June 30, 2024 with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**Y. BOARD OPERATIONS -**

**1. CSBA Delegate Assembly Nomination**

Upon the motion of Trustee Chavez and seconded by Trustee Andrade Zuniga, the Board moved to nominate Greg Land to Region 5 area with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**Z. Review and Discuss the Specific Board Policies and Administrative Regulation- September 2024 Updates**

Questions to Randall and we will move to consent January 16th

**AA. FUTURE BOARD AGENDA ITEMS - Career Technical Education , Board Governance Handbook and Self Evaluation, The Bridge Academy Facility Recommendations -**

Self Evaluation,

Follow up to MLL with Teachers

Update on Math after CAASPP scores

**AB. ADJOURNMENT -**

The meeting was adjourned at 10:09 pm.