

**San Mateo Union High School District**

**Minutes**

**Regular Meeting**

September 10, 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:**
- 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 (d)**
- 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 :**
- 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 - ( 1 ) One Case**
- 10. ( \* ) Confidential Student Matters - ( 2 ) Two Cases**

## **G. ROLL CALL**

**All present 7:01**

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

Led By Zoe Sener and Catherine Tsao Student Board Representatives

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

In Closed Session the Board upon the motion of Trustee Jacobson and seconded by Trustee Chavez the Board moved to approve to postpone the expulsion hearing of case 25-26-2 with a vote of 5 to 0.

## **J. ADOPT THE AGENDA**

Upon the motion of Trustee Griffin and seconded by Trustee Chavez, the Board moved to Adopt the Agenda, with an amendment to move item W1 Approval of Specific Board Policies and Administrative Regulations- June 2025 Updates Part 1 to after the Consent Agenda, with a vote of 5 to 0.

### **Preferential vote:**

Yes- Student board member Zoe Sener

Yes- Student board member Catherine Tsao

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

## **K. 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**

**5. Report of Student Board Representatives**

## **6. GOVERNING BOARD COMMENTS -**

### **L. PUBLIC COMMENTS**

Kevin Buutema- Non Agenda

Marvin Gin-Special Ed Bus

Elizabeth Starks- Board Policy

Kate Eckardt- Board Policy

Edd Montelongo- Board Policy

Alexandra Dove - Board Policy

Katie - Board Policy

Sara Larson- Board Policy

Angela Zink - Board Policy

Arienne Adamcikova - Board Policy

Erin Friday- Board Policy

Amanda Kovattana- Board Policy

Beverly Talbott- Board Policy

Michelle Koskellie - Board Policy

Jessica- Board Policy

Arne - Board Policy

Chris R- Board Policy

Gabe - Board Policy

Stephanie Wozniak- Board Policy

Evestella Hanson- Board Policy

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

## **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 a vote of 5 to 0.

### **Preferential vote:**

Yes- Student board member Zoe Sener

Yes- Student board member Catherine Tsao

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

- 1. Approval of Contracts Over \$40,000**
- 2. Acceptance of Gifts to the District**
- 3. Approval to Dispose of Obsolete Property/Equipment**
- 4. Gann Appropriations Limit and Adoption of Resolution 25-26-04 Adopting the Gann Limit**
- 5. Adoption of Resolution 25-26-05 Regarding Compliance with Geographic Usage Restrictions on AB 1290 Pass-Through Payments per Health and Safety Code Section 33607.5(A)(5)**
- 6. Approval To File Notice of Completion For The San Mateo Adult School Venus & Saturn Room Modernization Project**
- 7. Approval of Mobile Modular Proposal For The Burlingame High School Portables Project**
- 8. Approval of Coulter Construction Inc Change Order No.1 For The San Mateo Adult School Venus & Saturn Room Modernization Project**
- 9. Approval of Coulter Construction Inc Change Order No.1 For The Bridge Academy Portables Project**
- 10. Approval To File Coulter Construction, Inc. Notice of Completion For The Bridge Academy Portables Project**
- 11. Approval of Field Trip - Aragon High College Tour**
- 12. Approval of Field Trip - Aragon High Harvard Model Congress**
- 13. Approval of Field Trip - San Mateo AVID Trip**
- 14. Approval of Trades Future Agreement**
- 15. Proclamation - National Hispanic Heritage Month**

**P. SPECIAL REPORTS AND APPEARANCES -**

**Q. CONSTRUCTION -**

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

**1. Personnel Actions**

Upon the motion of Trustee Jacobson and seconded by Trustee Land, the Board moved to approve the Division of Human Resources Personnel Consent Agenda -Personnel Actions with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**S. 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. Approval of Instruction Program Assistant Job Description**

Upon the motion of Trustee Jacobson and seconded by Trustee Land, The board moved to approve Instruction Program Assistant Job Description with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**3. Approval of Memorandum of Understanding Between San Mateo Union High School District and Burlingame School District**

Upon the motion of Trustee Jacobson and seconded by Trustee Chavez, the Board moved to approve the Memorandum of Understanding Between San Mateo Union High School District and Burlingame School District with a vote of 4 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Abstain Greg Land

Yes Ligia Andrade Zuniga

**T. DIVISION OF STUDENT SERVICES**

**U. DIVISION OF INSTRUCTIONAL SERVICES -**

**1. Approval of Broadcast Journalism Course of Study**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the Broadcast Journalism Course of Study 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 BUSINESS SERVICES -**

**1. 2024-2025 Unaudited Actuals**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to approve the 2024-2025 Unaudited Actuals with a vote of 5 to 0.

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**W. BOARD OPERATIONS -**

**1. Approval of the Specific Board Policies and Administrative Regulations-  
June 2025 Updates Part 1**

Upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, the Board moved to approve the Specific Board Policies and Administrative Regulations-June 2025 Updates Part 1 with a vote of 5 to 0.

**Preferential vote:**

Yes- Student board member Zoe Sener

Yes- Student board member Catherine Tsao

Yes Robert Griffin

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

**X. FUTURE BOARD AGENDA ITEMS -**

1. Requested Board Items from Previous Meeting

**Y. ADJOURNMENT -**

The meeting adjourned at 9:10