

**San Mateo Union High School District**

**Minutes**

**Regular Meeting**

December 18, 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) Case: 24-CIV-08188 - Batkitar v. San Mateo Union High School District et al.**
- 4. ( \* ) Conference with Legal Counsel - Potential Litigation; Significant Exposure to Litigation Pursuant to Government Code § 54956.9(d)() - ( 3 ) Three Cases**
- 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 - ( 6 ) Six Cases**
- 10. ( \* ) Confidential Student Matters - ( 1 ) One Case**

## **F. OPEN SESSION**

## **G. ROLL CALL**

7:01

All Present

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

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

In closed session, the Board upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, moved to approve Special Education settlement Case #1 with a vote of 5 to 0.

In closed session the Board upon the motion of Trustee Jacobson and seconded by Trustee Chavez, moved to postpone the expulsion hearing of case 25-26-3 with a vote of 5 to 0.

In closed session the Board upon the motion of Trustee Andrade Zuniga and seconded by Trustee Jacobson, moved to approve the stipulated expulsion case 25-26-4 with a vote of 5 to 0.

## **J. ADOPT THE AGENDA**

Upon the motion of Trustee Land and seconded by Trustee Chavez, the Board moved to Adopt the Agenda with moving up V.1 to after 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

## **K. RECOGNITION**

1. Robert H. Griffin Leadership Award Presentation
2. Recognition of Championship Teams Athletes

## **L. 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 Jacobson 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 4 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Abstain Ligia Andrade Zuniga

Yes Robert Griffin

Upon the motion of Trustee Land and seconded by Trustee Jacobson, the Board moved to appoint Randall Booker as Secretary of the Board with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

Upon the motion of Trustee Chavez and seconded by Trustee Jacobson, the board appointed Greg Land as Organization Committee member with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

#### **M. 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**

#### **N. PUBLIC COMMENTS**

Aisha Afaf - Environmental Awareness

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

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

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

#### **Preferential vote:**

Sara Joseph - Student Board Member

Audrey Sim - Student Board Member

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

- 1. Approval of Contracts Over \$40,000**
- 2. Confirmation of Warrants for November 2025**
- 3. Acceptance of Gifts to the District**
- 4. Approval to Dispose of Obsolete Property/Equipment**
- 5. Approval of Annual and Five-Year Requirement Report For Developer Fees – Fiscal Year 2024-2025**
- 6. Approval of Memorandum of Understanding with Empowerment Through Action to Support Empower San Mateo Pilot Program**
- 7. Ratification of First Student, Inc. Transportation Contract**
- 8. Approval Of DLR Group Architectural Services Proposal For The San Mateo Union High School District Facilities Master Planning Project**
- 9. Approval of BHM Construction LLC Change Order Change Order No.2 For The Burlingame High School Gym Replacement Project**
- 10. Approval of Coulter Construction Change Order No. 2 For The District Wide Kitchen Upgrades Project**
- 11. Approval of Bockmon & Woody Change Order No. 4 For The District Wide Public Facing Project**
- 12. Approval of Bockmon & Woody Guaranteed Maximum Price “GMP” Contract Pricing For The District Wide Solar Repairs Project**
- 13. Memorandum Of Understanding Between San Mateo Union High School District And San Mateo County Community College District Regarding The Promise Scholars Program And Empowerment Through Action Partnership**
- 14. Approval of Field Trip - DECA Out-of-State Conference**
- 15. Approval of Field Trip - Hillsdale High Disney Dance Workshop**
- 16. Approval of Field Trip - Burlingame High Robotics Tournament - Glendale, CA**
- 17. Approval of Field Trip - Burlingame High Robotics World Championships - Houston, TX**
- 18. Approval of Field Trip - Napa Valley Classic Wrestling Tournament**
- 19. Approval of Field Trip - San Mateo High Mid-Cals Wrestling Tournament**
- 20. Approval of Field Trip - San Mateo High Women West Coast Tournament**

**Of Champions**

- 21. Approval of Field Trip - Burlingame High AVID College Tour**
- 22. Approval of Out of State Conference - FETC**
- 23. Approval of MOU with SMCCCD (CSM) for CTSO Reimbursement**
- 24. Approval of CalPass MOU**
- 25. Approval of Law Firm for Special Education (Heyer Gutierrez,LLP)**
- 26. Approval of ProCare to Provide Speech and Language Services**
- 27. Approval of the Specific Board Policies and Administrative Regulations- August 2025 Updates Part 1**
- 28. Approval of the Specific Board Policies and Administrative Regulations- September 2025 Updates Part 1**
- 29. Approval of the Specific Board Policy 4318.4 Salary Program**

**Q. SPECIAL REPORTS AND APPEARANCES -**

**R. CONSTRUCTION -**

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

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

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

**1. Personnel Actions**

- 2. Approval of Side Letters with San Mateo Union High School District and California School Employees Association**
- 3. Approval of the Memorandum of Understanding between San Mateo Union High School District and Felton Institute**
- 4. Approval of the Memorandum of Understanding between San Mateo Union High School District and Shalene Hatton, LMFT**

**T. DIVISION OF HUMAN RESOURCES -**

**1. Personnel Actions Addendum**

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

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

**2. Approval of the Tentative Agreement and Salary Schedule between San Mateo Union High School District and American Federation of State, County and Municipal Employees (AFSCME) for 2025-2026**

Upon the motion of Trustee Andrade Zuniga and seconded by Trustee Land, the Board moved to approve The Tentative Agreement and Salary Schedule between San Mateo Union High School District and American Federation of State, County and Municipal Employees (AFSCME) for 2025-2026 with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

**U. DIVISION OF STUDENT SERVICES**

**1. Denial of Three Intra-District Transfers**

Upon the motion of Trustee Jacobson and seconded by Trustee Griffin, the Board moved to approve the Denial of Three Intra-District Transfers with a vote of 3 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Abstain Greg Land

No Ligia Andrade Zuniga

Yes Robert Griffin

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

### **1. Multilingual Learner Progress**

#### **2. Course Outlines: New Business Pathway**

Upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, the Board moved to approve the Course Outlines: New Business Pathway with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

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

### **1. Presentation and Approval of Positive Certification of the 2025-2026 First Interim Fiscal Report**

Upon the motion of Trustee Griffin and seconded by Trustee Land, the Board moved to approve the Presentation and Approval of Positive Certification of the 2025-2026 First Interim Fiscal Report with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

### **2. Presentation and Acceptance of the Independent Auditor's Report for the Fiscal Year Ended June 30, 2025**

Upon the motion of Trustee Land and seconded by Trustee Andrade Zuniga, the Board moved to approve the Presentation and Acceptance of the Independent Auditor's Report for the Fiscal Year Ended June 30, 2025 with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

**X. BOARD OPERATIONS -**

**1. CSBA Delegate Assembly Nomination**

Upon the motion of Trustee Jacobson and seconded by Trustee Andrade Zuniga, the Board moved to approve the CSBA Delegate Assembly Nomination and nominated Teri Chavez for Region 5, with a vote of 5 to 0.

Yes Teri Chavez

Yes Jennifer Jacobson

Yes Greg Land

Yes Ligia Andrade Zuniga

Yes Robert Griffin

**Y. FUTURE BOARD AGENDA ITEMS -**

**1. Requested Board Items from Previous Meeting**

**Z. ADJOURNMENT -**

The meeting adjourned at 10:07 pm