

Unapproved Minutes of Study Session of the Board of Trustees
Sequoia Union High School District
Wednesday, May 28, 2008

- Call to Order The Study Session of the Sequoia Union High School District Board of Trustees was called to order by President Rumley at 4:00 p.m., Wednesday, May 28, 2008, in the Birch Conference Room, Sanford Building, at the District Office in Redwood City.
- Roll Call Trustees present:

Don Gibson
Gordon Lewin
Olivia Martinez (*left at 8:35 p.m.*)
Lorraine Rumley

Trustees absent:

Sally Stewart
Megan Fisher, Student Trustee
- Recess to Closed Session at 4:01 p.m. The Board of Trustees recessed to conference with real property negotiators as permitted by Government Code Section 54956.8, and labor negotiations as permitted by Government Code Section 54957.6.
- Recognition of Retirees Superintendent Gemma honored the 2007-08 retirees for their years of distinguished service rendered to the youth of the Sequoia Union High School District.

Clifford Alire William Jackson Susana Ruspini
Rosemary Alvarez Hank Johnson Sandra Saunders
Wilma Hoffmann Juan Ramirez Angela Steele
Nancy Ingram Diana Reddy Christina Wu

President Rumley presented the retirees with commemorative pen and pencil sets.
- Return to Public Session at 5:35 p.m. The Board of Trustees returned to Public Session at 5:35 p.m.
- Invitation to Audience President Rumley welcomed the audience and explained that the Consent Calendar consisted of routine or previously discussed items to be considered as a unit and voted upon by roll call vote. She explained the Public Comment section of the agenda was for permitting members of the audience to make presentations about items not on the agenda.
- Pledge of Allegiance President Rumley led the Board of Trustees and audience in the Pledge of Allegiance.
- Approval of Agenda On a motion by Trustee Martinez, seconded by Trustee Gibson, the Board of Trustees approved the agenda as presented.
- Report Out on Closed Session President Rumley reported that no action was taken in Closed Session.
- Amendments to Consent Calendar None
- Approval of Consent Calendar On a motion by Trustee Gibson, seconded by Trustee Martinez, the Board of Trustees approved the Consent Calendar as amended. Voting “yes” – Trustees Gibson, Lewin, Martinez, and Rumley; voting “no” – none; absent – Trustee Stewart and Student Trustee Fisher.

Approval of Minutes for
5/7/08, Board Meeting

Upon roll call vote on the Consent Calendar, the Board of Trustees approved the minutes for the May 7, 2008, board meeting as presented.

Approval of Personnel
Recommendations

Upon roll call vote on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations as indicated.

Approval of Expulsions

Upon roll call vote on the Consent Calendar, the Board of Trustees adopted the hearing panels' findings and expelled: 1) (name of student to appear in official minutes) for Spring 2007-08 semester and Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion; (2) (name of student to appear in official minutes) for Spring 2007-08 semester and Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion; (3) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion, and (4) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion.

Upon roll call vote on the Consent Calendar, the Board of Trustees approved the stipulated expulsions: (6) (name of student to appear in official minutes) for Spring 2007-08 semester and Fall 2008-09 semester and to suspend the expulsion; (7) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion; (8) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and to suspend the expulsion, and (9) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions for readmission to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion.

Upon roll call vote on the Consent Calendar, the Board of Trustees adopted the hearing panels' findings and expelled: (10) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion, and (11) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and establish December 8, 2008, as the date that the student may apply for readmission and set conditions to include that the student was satisfactorily involved in educational and counseling programs designed to address the behaviors that led to the expulsion.

Approval of Warrants	Upon roll call vote on the Consent Calendar, the Board of Trustees approved Warrants numbered 0402 through 0451A totaling \$5,998,217.65 for April 2008.
Acceptance of Monthly Financial Report	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the Monthly Financial Report for April 2008.
Approval of CAHSEE Waivers	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the California High School Exit Examination (CAHSEE) waivers as requested.
Approval to File Notices of Completion for Construction Projects	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the filing of Notices of Completion for Redwood High School's modular storage building installed by Enviroplex, and Menlo-Atherton High School's cell tower Project leased by Sprint.
Approval of Additional Pre-Qualified General Contractors	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the additional pre-qualified General Contractors to bid on 2008 construction projects as indicated.
Approval of New Courses	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the new courses: Health Care and Health Professions, General Health Science, and Physical Education-3.
Approval of New Textbook	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the new textbook, <i>Absolute Java, 3rd Edition</i> , by Walter Savitch, ISBN 0-321-48792-3.
Approval of Field Trips	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the field trip requests for Menlo-Atherton students to Cerritos, May 30 – June 1, 2008, and to Lake Tahoe, August 15 – 18, 2008.
Approval of Computer Equipment Bid	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the low bids received from SR-Systems to provide Notebook 1A (large-screen laptop) at \$1148; Notebook 1C (terminal laptop) at \$1098; Desktop 2A (standard desktop computer) at \$848; Desktop 2B (power user desktop computer) at \$948, and MPC/Gateway to provide Notebook 1B (tablet/laptop convertible) at \$1620.
Approval to Declare Property Surplus	Upon roll call vote on the Consent Calendar, the Board of Trustees declared the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to dispose of the surplus items in accordance with Education Code provisions.
Approval to Declare Property Surplus and Hold Public Auction	Upon roll call vote on the Consent Calendar, the Board of Trustees declared the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to conduct a public auction to sell said surplus property.
Approval of Gifts	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the gifts and requested the Superintendent to send letters of appreciation to the donors where appropriate.
Special Recognitions	President Rumley announced that the 2007-08 retirees were honored at a reception for their years of distinguished services to the youth of SUHSD. Superintendent Gemma commended scholarship winners Briceyda Lopez and Martin Pena, Woodside High School seniors in AVID/MESA (Advanced Placement Via Individual Determination/Mathematics Engineering Science Achievement).

Commendations also went to Woodside WorkAbility students who were featured in a FEDEX KINKOS newsletter.

Public Comment

None

Correspondence

None

Update on Academic
Performance Index (API)

Brandon Lee, Research and Evaluation Coordinator, presented the 2007 SUHSD Base Academic Performance Index (API) Report, which included the Base API, Growth API Targets, School-wide Base Rankings, and Similar School State Rankings. Mr. Lee reported steady progress and sustained growth in all areas.

Trustee Martinez stated that this was a great report, and staff at the school sites should be proud to see that the hard work is now paying off. Dr. Martinez suggested sharing this information with the community and the parents of elementary school students.

Report on May Revise
Budget Meeting

Edward LaVigne, Assistant Superintendent, Administrative Services, said that he and Martin Fuentes, Director of Budget and Finance, attended School Services' "May Revision Workshop." Mr. LaVigne reported that Lottery has been low, and the District will no longer receive the \$1.2 million in lottery revenue from the State. Mr. LaVigne advised that the District should prepare for mid-year budget cuts.

Report on Targets and
Measurements for
Long-Range District
Objectives and Goals

Superintendent Gemma stated that on March 5, 2008, the Board approved the Long-Range District Goals and Objectives, and the three divisions have developed Targets and Measurements for 2008-09 for the Improvement Goals. Dr. Gemma advised that staff will provide annual goals which are sequential to achieving the Long-Term Goals in approximately six years.

Trustee Gibson said that the Board is moving in the right direction. He suggested that the District should work on automation to help improve services.

Trustee Lewin suggested adding, "improving landscape," to the Improvement Goals.

Trustee Martinez suggested looking at the quality of instruction for summer school and requested to include as a goal, "increase the quality of instruction through monitoring training." Dr. Martinez also suggested reaching out to the parents of sixth-grade students, identifying students who are finding themselves behind in their studies and placing them in a "Compass-like" program.

Francisca Miranda, Deputy Superintendent, Educational Services, stated that her division has started the collaboration between Redwood City, Ravenswood City and Cañada College in key subject areas.

President Rumley applauded summer school enrichment, which would change the tone on the summer school campus. She requested more detail from Administrative Services for the listed objectives in the Food Service Department.

Public Hearing

None

Approval of Declaration,
Need for Highly Qualified
Educators

On a motion by Trustee Martinez, seconded by Trustee Lewin, the Board of Trustees approved the Declaration of Need for Highly Qualified Educators as presented.

Appointment of
Measure J Bond Oversight
Committee

Trustee Lewin advised that it had been a pleasure to conduct telephone interviews of the eight applicants for the Measure J Bond Oversight Committee; they were all highly qualified individuals from a variety of different backgrounds.

On a motion from Trustee Lewin, seconded by Trustee Martinez, the Board of Trustees approved the appointment of the following individuals to the Measure J Bond Oversight Committee: Ronald Adams, Jan Nicholas Chitty, Christy Heaton, Victoria King-Trager, Wayne Kingsford-Smith, Marion McDowell, and John Seybert.

Discussion Items for the Board Study Session

Discussion of Development
of Career Technical
Education in SUHSD

Dr. Miranda introduced the Career Technical Education (CTE) Committee, which includes teachers, parents, students, and business partners. Francisca Miranda described the proposed CTE vision and goals.

Vera Jacobson, Resource Teacher, presented the proposed career pathways and 15 industry sectors. Ms. Jacobson said that the Board had received a detailed report concerning the various CTE sites visited.

There was consensus that CTE should be available to all students and that students at all levels of ability should co-mingle.

A parent suggested that the last quarter of the year students turn in a report concerning everything that was learned along the way.

Another parent emphasized the importance of students becoming engaged early in their teens, so following college they have a set plan and know the necessary steps to take in order to obtain jobs.

Matthew Zito, Principal at Menlo-Atherton High School, suggested using as a model the CCOC (Central County Occupational Center) MetroEd, which provides specialized lab training and returns students to their high schools. He would like to see diesel mechanic and automotive technician programs, which could be partnered with local repair shops.

Parents suggested:

- Initiating programs that creatively teach technical skills, enabling students to learn English and Industrial Arts at the same time.
- Look at shared space (such as Police Academy and Fire Science) at the community colleges, local law enforcement, small jobs near the schools, and existing business partners.
- Look at market trends, keep up with technology, develop existing programs with the County and State. It is important to survey students and parents.

Debra Moore Washington, Assistant Superintendent, Human Resources, suggested integrating academic classes within career pathways where students are engaged.

Virginia Chang Kiraly, Commission of Economic Development, announced that she wanted to work with the District to develop the 21st Century Work Force.

Superintendent Gemma stated it was critical for the District to partner with business, community colleges and the Regional Occupational Program (ROP) in order to staff the CTE center with qualified teachers. Dr. Gemma advised that San Mateo County's ROP is changing its emphasis from adults to students.

Ken San Filippo, ROP Administrator, advised that new legislation has redirected ROP funding, and this year ROP will launch 22 high schools courses throughout the County to strengthen programs. Due to the expertise of staff and school site needs, ROP has added courses in Biotech, Digital Photography, Web Design, and Culinary Arts.

President Rumley suggested building up the programs at the school sites first; ensuring there is no stigmatism and strategically locating the programs. Trustee Rumley suggested looking at shared space with hospitals, and involving the community colleges and ROP.

Linda Common, Chief Administrator of Special Education, suggested hiring retired persons to teach; they can then earn credentials while working.

Bill Nack, State Building and Construction Trades Council, advised that students coming out of school believe that if the task is not relevant, the job will not be completed.

A parent suggested that perhaps recent graduates might be interested in being on the CTE Committee.

Discussion of Measure J
Budget & Project Planning

Donald Gielow, Chief Executive Construction Manager, presented the allocations for the major Measure J bond projects that have been developed by the Construction Department and Construction Committee. Mr. Gielow explained that the budget is a work in process; that he was presenting a progress report, and all items listed are covered in the Measure J bond language.

Trustee Lewin requested that the three-year Technology Plan be presented to the Board on August 13, 2008.

Board of Trustees'/
Superintendent's Comments
and Committee Reports

President Rumley announced the Middle College Graduation will be Thursday, May 29 at 3:00 p.m., at Cañada College.

Trustee Gibson reported that the Technology Committee met, and it has established a budget.

Trustee Lewin advised that the Construction Committee has reviewed the Menlo-Atherton Traffic Study. The traffic study indicates an entry-only driveway on Ravenswood Avenue. The Construction Committee would like to move forward with energy conservation and the possible use of solar power. Mr. Lewin also advised that the Marketing Committee met and will be making a presentation to the Board.

Adjournment at
8:45 p.m

On a motion by Trustee Lewin, seconded by Trustee Gibson, the Board of Trustees adjourned its meeting at 8:45 p.m.

Respectfully submitted.

Lorraine Rumley, President

Gordon Lewin, Clerk