

Unapproved Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, March 5, 2008

- Call to Order The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by President Rumley at 4:10 p.m., Wednesday, March 5, 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 meeting at 6:55 p.m.*)
 Lorraine Rumley
 Sally Stewart
 Megan Fisher, Student Trustee (*left meeting at 7:25 p.m.*)
- Trustees absent:
- None
- Recess to
Closed Session at 4:11 p.m. The Board of Trustees recessed to conference with real property negotiators as permitted by Government Code Section 54956.8.
- Return to Public
Session at 5:15 p.m. The Board of Trustees returned to Public Session at 5:15 p.m.
- Invitation to Audience President Rumley welcomed the audience and explained that the Consent Calendar consists 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 Nicholas Buckley, a senior at Sequoia High School, led the Board of Trustees and audience in the Pledge of Allegiance.
- Special Recognitions Morgan Marchbanks, Principal of Sequoia High School, presented Sequoia's two National Merit Finalists, Nicholas Buckley, and John Kastrop.
- Approval of Agenda On a motion by Trustee Gibson, seconded by Trustee Lewin, the Board of Trustees approved the agenda as presented.
- Report Out on
Closed Session President Rumley announced that while in Closed Session the Board accepted title of real property located at 1056 Myrtle Street, in East Palo Alto.
- Amendments to
Consent Calendar Delete:
- g. Approval to Hire Construction Management Firm for Phase One of Sequoia High School Master Plan
 h. Acceptance of District Response to Grand Jury Report on Enrollment
 m Approval of Authorization to Declare Surplus Property
 n Approval of Denial of Claim
- Approval of
Consent Calendar On a motion by Trustee Lewin, seconded by Trustee Gibson, the Board of Trustees approved the Consent Calendar as amended. Student consent "yes." Voting "yes" – Trustees Gibson, Lewin, Martinez, Rumley, and Stewart; voting "no" – none.

Revised Academic Perf.. Index/Yearly Prog. 2006-07	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the revised Academic Performance Index and Adequate Yearly Progress Results for 2006-07.
Approval of Minutes for 2/13/08, and 2/20/08, Board Meetings	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the minutes for the February 13 and 20, 2008, board meetings as amended.
Approval of Personnel Recommendations	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations for certificated and classified employees.
Approval of Expulsions	Upon roll call vote on the Consent Calendar, the Board of Trustees adopted the hearing panels' findings to expel: (1) (name of student to appear in official minutes) for the Fall and Spring 2007-08 semesters and to suspend the expulsion; (2) (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; (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; (4) (name of student to appear in official minutes) for the Spring 2007-08 semester and the Fall 2008-09 semester and 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; (5) (name of student to appear in official minutes) for the Fall and Spring 2007-08 semesters and that the expulsion be suspended; (6) (name of student to appear in official minutes) for the Spring 2007-08 semester and establish May 15, 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 (7) (name of student to appear in official minutes) for the Fall and Spring 2007-08 semesters and that the expulsion be suspended. The student will not attend classes at the school. The student will be placed on independent study by the student's case manager: The student has been absent more than eighteen (18) days with at least 3 class cuts in all of the student's semester one classes. The student will then compensate the school's deficient attendance requirements which will enable the student to receive credit in course work completed (per this agreement). The student will not be present at the school campus during school hours without permission from the student's case manager. Course work for the second semester will be Independent Study and will be arranged through a special education case manager or a placement to a continuation school for the remainder of the semester.
Approval of Readmissions	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the Readmission Committee's recommendation to accept eight of the previously expelled students (names of students to appear in official minutes), back into the Sequoia district.
Approval of Sequoia HS Site Plan Budget	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the Sequoia High School Site Plan budget for 2007-08.

Approval to Hire Cody Anderson Wasney Arch., for Teen Wellness Center	Upon roll call vote on the Consent Calendar, the Board of Trustees approved hiring Cody Anderson Wasney Architects to provide architectural services for the Teen Wellness Center project in the amount of \$132,900.
Approval to File Notice of Completion	Upon roll call vote on the Consent Calendar, the Board of Trustees approved filing a Notice of Completion for John Plane Construction for the Room 40 Modification (International Baccalaureate Gallery) project at Sequoia High School.
Adopt Res. No. 1358 Directing Preparation of the 2008-09 Annual Report of the SUHSD Maint. Assessment District	Upon roll call vote on the Consent Calendar, the Board of Trustees adopted Resolution No. 1358, directing preparation of the 2008-09 annual report of the SUHSD Maintenance Assessment District, and authorized the Superintendent to enter into agreements as outlined and attached to the resolution.
Approve Budget Development Calendar for 2008-09	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the Budget Development Calendar for 2008-09.
Approval of Gifts	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the gift and requested the Superintendent to send a letter of appreciation to the donor if appropriate.
Approval of Field Trips	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the field trip requests (1) Sequoia Cheerleading Team to compete in Anaheim, March 6–9, 2008; (2) Menlo-Atherton Lacrosse Varsity Boys Team to compete at Carmel, March 14–15, 2008; (3) BUILD students to Southern California College tour, March 17–21, 2008; (4) Woodside Varsity Baseball Team to Fresno, March 17–19, 2008; (5) Menlo-Atherton Latin students to Irvine, March 28–30, 2008; (6) Menlo-Atherton Robotics Team to UC Davis, March 19–22, 2008; (7) Menlo-Atherton AVID students to tour colleges, April 3–4, 2008; (8) Menlo-Atherton Boys Golf Team to Palm Springs, April 10–12, 2008; (9) Menlo-Atherton Robotics Team to Atlanta, Georgia, April 16–20, 2008, and (10) Menlo-Atherton Boys Golf Team to Carmel, the weeks of May 4 and 11, 2008.
Special Recognitions	Matthew Zito, Principal, Menlo-Atherton High School, announced that in December of 2008, Pam Wimberly coached her 600 th win for the Girls' Varsity Basketball Team at Menlo-Atherton High School.
Marlyn Bussey, Recognized as an Innovative Teacher	<p>Susan Berghouse, Director, Information and Communications, introduced Marlyn Bussey, Head Guidance Advisor and International Baccalaureate (IB) Coordinator,</p> <p>Morgan Marchbanks, Principal of Sequoia High School, reviewed Marlyn Bussey's many accomplishments. Mrs. Bussey has been an educator at Sequoia High School for 19 years.</p> <p>President Rumley presented Mrs. Bussey with a Keplers gift certificate in recognition of her effort and announced that Marlyn Bussey had gone the "extra mile" making the IB program successful.</p>
Public Comment	Michael Radoye, President, Sequoia District Teachers Association, stated that the issue concerning special education students participating in graduation without a passing score on the California High School Exit Exam requires further consideration. Mr. Radoye requested that the issue be discussed at a future board meeting. He also stated that this discussion needed to include English learner (EL) students as well.

Correspondence

None

Report on
Sequoia High School

Morgan Marchbanks reported that staff would describe examples of the tasks achieved to be in alignment with the District goals.

Lisa Gleaton, Administrative Vice Principal, advised that the school now has an orchestra, a drama program, and a newly renovated Ceramics Center; Mike Kuliga, Instructor, advised that Sequoia was utilizing new technology and working with Canada College and the County ROP program to enhance course offerings including Computer Aided Design; Jose Gonzalez, Attendance/Address Verification Specialist, said that with the help of the Redwood City Police Department he had reconnected truant students.

Ms. Marchbanks announced that Sequoia High School's Small Learning Communities has been named as a finalist for the Kent Award.

Bonnie Hansen, Instructional Vice President, advised Sequoia was moving English-As-A-Second Language students to the English Language Development Standards program where the structure supports the academic teacher at different levels.

International Baccalaureate and EL students Miriam Garrido and Tanya Garcia described their positive experiences in the program.

Marlyn Bussey advised that she had held three, eighth-grade parent meetings in East Palo Alto, and many eighth-graders took advantage of the opportunity to shadow students at Sequoia High School.

Don Milhaupt, Administrative Vice Principal, reported that there is an efficient, cooperative effort to provide quality services concerning Sequoia facilities by the Maintenance and Construction departments. The balance of the classrooms needing renovation will be modernized this summer, and some additional food service windows will be opening soon to serve students more efficiently.

Trustee Gibson said he was thoroughly impressed during his visit to Sequoia, the students were engaged, and the campus was beautiful.

Trustee Lewin said that the turn-around staff has accomplished in the last seven years is extraordinary, and there should be a Sequoia High School Day to honor the school.

Trustee Martinez stated that the work the school has done is clearly paying off, and the Board appreciates the effort.

President Rumley asked what the next step would be, and how all the marketing efforts would be continued.

Report on Enrollment
Process & its Effect on
Open Enrollment Projections
for 2008-09

Susan Berghouse, reviewed the Enrollment Report. The enrollment is 8180 for 2007-08 Mrs. Berghouse advised that the District was able to approve all transfer requests except for those to Carlmont, where the transfers were limited. She reported that in 2007 the Sequoia High School staff did a lot of outreach to the Redwood City and San Carlos communities, and there were 150 requests for student transfers from Woodside to Sequoia.

Trustee Stewart requested that an ethnic breakdown be included in the Enrollment Report.

In response to a question posed by Trustee Martinez, Dr. Gemma advised that the District limited the transfers to Carlmont to 80 students, in an effort to reduce the total school population to approximately 2100 students of the next four years.

Trustee Lewin thanked Susan Berghouse for the report, and requested an update of the enrollment projections in May.

Michael Radoye stated that the union is pleased that the practice of approving all transfers to Carlmont has been abandoned and advised that the priority is to provide learning for students, which can be negatively impacted by overcrowding. He indicated the union's desire to stop rather than limit transfers so that the school enrollment decreases sooner. Mr. Radoye urged the Board to ensure that the District schools are well within the stated capacities in 2008-09.

Update on State Budget

Ed LaVigne, Assistant Superintendent, Administrative Services, advised that the estimated cut in state funds is \$1.2 million for 2008-09. Mr. LaVigne said the State legislature is still in session and actual figures will be forthcoming.

Public Hearing

None

Approval of Second Interim Report

Ed LaVigne advised that Martin Fuentes, Director of Budget and Finance, completed the State software forms that were included with the background materials. The District's operating budget is deficit spending (\$962,400) with a legally restricted fund balance of \$2.2 million, and a designated reserve of 6.6 percent.

Mr. LaVigne reviewed the Assessed Property Value Increases, Local Tax Revenue Trends, and Multi-year Projections.

Dr. Gemma advised that the District has put in place a process for budget development for 2008-09 that is conservative.

Trustee Gibson thanked Mr. Fuentes for his work, and suggested that potential savings be looked at this year.

Superintendent Gemma advised that the Governor's budget will cause us to say "no" to budget increases over the next few years.

Dr. Gemma stated that the numbers in the report are conservative, and we hope they reflect "worst-case scenario." The District does not have to layoff staff this year. He advised that Ed LaVigne was holding a Budget Advisory Meeting on Thursday, March 13, 2008.

On a motion by Trustee Lewin, seconded by Trustee Gibson, the Board of Trustees approved the Second Interim Financial Report as presented.

Adoption of Res. No. 1360, Authorizing SUHSD's Opposition to the Governor's Budget Proposal for 2008-09

Michael Radoye thanked the Board for considering the resolution and indicated support from the Sequoia District Teachers Association and the California Teachers Association.

On a motion from Trustee Lewin, seconded by Trustee Stewart, the Board of Trustees adopted Resolution No. 1360, Authorizing SUHSD's Opposition to the Governor's Budget Proposal for 2008-09. Voting "yes" – Trustees Gibson, Lewin, Rumley, and Stewart; voting "no" – none; absent – Trustee Martinez and Student Trustee Fisher.

Approval of Long-Range
District Goals & Objectives

Superintendent Gemma stated that when he met with the PTA Presidents, it was suggested to add an item to the Goals concerning maintaining safe and secure campuses. Dr. Gemma advised that he would find a way to incorporate the statement into the document.

The Superintendent said that he would bring District targets and measurements for the Long-Range District Goals to the Board for approval on April 9, 2008.

On a motion from Trustee Gibson, seconded by Trustee Lewin, the Board of Trustees approved the Long-Range District Goals and Objectives.

Discussion Items

None

Approval to Hire
Alfa Tech Cambridge
for Phase One of Sequoia HS
Master Plan

Trustee Gibson asked if Redwood City had been advised of this project.

Superintendent Gemma replied that there had been one meeting with city staff, and the meeting had been productive.

On a motion from Trustee Gibson, seconded by Trustee Stewart, the Board of Trustees approved hiring Alfa Tech Cambridge Group to provide construction management services not to exceed \$298,000 for Phase One of the Sequoia High School Master Plan project.

Acceptance of District's
Response to Grand Jury
Report on Enrollment

On a motion from Trustee Stewart, seconded by Trustee Lewin, the Board of Trustees accepted the District's response to the Grand Jury Report on Enrollment.

Superintendent Gemma advised that whenever the District responds to the Grand Jury, there needs to be public minutes stating that the Board accepted the response.

Approval to Declare
Property as Surplus

In response to a question posed by Trustee Gibson, Ed LaVigne confirmed that the District has contracted with a firm that disposes/sells the surplus equipment and sends the District a check.

Trustee Gibson advised staff to find a way these surplus computers could be refurbished and distributed to students who are in need.

Mr. LaVigne advised that he would investigate Trustee Gibson's request.

Linda Common, Chief Administrator, Special Education, said the Menlo-Atherton and Woodside high schools already have programs where volunteers go into the community and pick up computers that were going to be thrown away.

David Reilly, Principal of Woodside High School, advised that Woodside is teaming up with San Mateo County ROP (Regional Occupational Program) to restore computers for student use. Mr. Reilly said that Sequoia High School also has a program.

Dr. Gemma advised that the obsolete equipment still needs to be declared as surplus.

On a motion from Trustee Gibson, seconded by Trustee Stewart, the Board of Trustees declared the listed items as surplus property as indicated.

Denial of Claim

Ed LaVigne advised that he would talk to Trustee Martinez (*who was called away from the meeting and had requested this item be deleted from the Consent Calendar*).

On a motion from Trustee Gibson, seconded by Trustee Stewart, the Board of Trustees denied the claim received on February 19, 2008.

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

Trustee Stewart reminded the Board that the Sequoia Awards will be held on March 6. Dr. Stewart announced that Angela Steele, Instructor at Sequoia High School, will be retiring at the end of the year.

Trustee Lewin advised that the Construction Committee met with BCA Architects, and methods of contracting for construction services were compared (using traditional bids, design build, and/or lease, lease-back). Mr. Lewin said it was an excellent presentation; and the presenter had recommended the lease-back method.

President Rumley said that because Measure "J" had passed, it might be beneficial to ask BCA Architects to make a presentation to the Board at a future meeting.

Trustee Lewin reported that he had participated in the marketing workshop, where district representatives discussed concepts and the development of a sustainable marketing plan to present to the Board.

President Rumley announced that Student Trustee Fisher had to leave the meeting early, and requested an announcement be made that the musical, "Footloose" is being presented next weekend at the Woodside Performing Arts Theatre, and there were tickets available.

President Rumley said she had attended a presentation concerning preparing students for a global society. Within the next 25 years it will be all about knowledge and brain power, every teacher will be just as important as any CEO.

Adjournment at
8:15 p.m

On a motion by Trustee Lewin, seconded by Trustee Gibson, the Board of Trustees adjourned its meeting at 8:15 p.m.

Respectfully submitted.

Lorraine Rumley, President

Gordon Lewin, Clerk