

Unapproved Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, June 18, 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 4:30 p.m., Wednesday, June 18, 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 Lorraine Rumley Sally Stewart Megan Fisher, Student Trustee Trustees absent: None
Recess to Closed Session At 4:33 p.m.	The Board of Trustees recessed to conference with real property negotiators (Gov't Code Section 54956.8) and public employee appointments—Vice Principals (Gov't Code 54957).
Return to Public Session at 5:37 p.m.	The Board of Trustees returned to Public Session at 5:37 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	Student Trustee Fisher led the Board of Trustees and audience in the Pledge of Allegiance.
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 reported that the Board voted to close escrow and purchase real property at 1040 Myrtle Street in East Palo Alto.
Amendments to Consent Calendar	Delete: 8c Approval of Personnel Recommendations 8d Approval of Expulsions 8e Approval of Career Technical Education—Vision and Goals 8f Approval of Plan for Work Experience Education Application 8g Approval of Job Description for College Advisor 8m Acceptance of Resignation of Assistant Superintendent, Administrative Services
Approval of Consent Calendar	Student Trustee Fisher voting “yes.” On a motion by Trustee Lewin, seconded by Trustee Gibson, the Board of Trustees approved the Consent Calendar. Voting “yes” – Trustees Gibson, Lewin, Martinez, and Rumley; abstaining Trustee Stewart; voting “no” – none.

Report on Teacher Induction Program (TIPS)	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the Report on Teacher Induction Program (TIPS).
Approval of Minutes for May 14 & 28, 2008, Brd. Mtgs.	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the minutes for the May 14, 2008, and the amended minutes for the May 28, 2008, board meetings.
Authorization 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.
Acceptance of Insurance Rates for 2008-09	Upon roll call vote on the Consent Calendar, the Board of Trustees accepted the insurance rates from SMCSIG for Fiscal Year 2008-09.
Approval of Bid for Concrete Walkways at M-A High School	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the bid for concrete walkways at Menlo-Atherton High School in the amount of \$123,800 to Anza Engineering Corporation.
Approval of Agreement for Legal Services for 2008-09	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the agreement with San Mateo County Counsel for legal services for 2008-09.
Ratification of Agreement with Sequoia District Teachers Association	Upon roll call vote on the Consent Calendar, the Board of Trustees ratified the settlement agreement with SDTA (Sequoia District Teachers Association) on Article XI of the salary formula.
Acceptance 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.
Approval of New Courses	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the new courses of AP (Advanced Placement) Comparative Politics, Animation I, Illustration & Design, and Stagecraft.
Approval of New Textbooks	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the new textbooks <i>American Government: Citizenship and Power</i> , <i>the Language of Composition</i> , <i>Oxford Latin Course Part II</i> , <i>Realidades 3</i> , and <i>World History</i> .
Approval of CAHSEE Waivers	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the CAHSEE (California High School Exit Examination) waivers as requested.
Approval of Purchase of CAHSEE Intervention Prog. for Special Education	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the purchase of the CAHSEE Intervention Program for the Special Education Department.
Approval of Field Trips	Upon roll call vote on the Consent Calendar, the Board of Trustees approved the field trip requests for Menlo-Atherton Dance Team to attend U.C. Davis camp on August 13-16, 2008, and 30 members of the football team to attend Cal Camp in Berkeley on June 14-16, 2008.

Approval of Personnel
Recommendations

Trustee Gibson requested that a hold be placed on the Consultant, Mark Holt.

On a motion from Trustee Stewart, seconded by Trustee Gibson, the Board of Trustees approved the personnel recommendations with the exception of Consultant Mark Holt.

Special Recognitions

Recognition of New Vice
Principals at M-A & Woodside
High Schools

Superintendent Gemma advised that the Board took action in Closed Session to approve Simone Rick-Kennel, Vice Principal at Menlo-Atherton, and Kyle Brumbaugh, Vice Principal at Woodside High School.

Recognition of Megan Fisher
Outgoing Student Trustee

President Rumley recognized Student Trustee Fisher by presenting her with a plaque in recognition of her outstanding service in 2007-08. Miss Fisher attended Woodside High School this past year and will be attending UC Santa Barbara in the fall.

Recognition of Ana Davila
Incoming Student Trustee

President Rumley introduced Ana Davila, and announced that Miss Davila is the incoming Student Trustee for 2008-09 and will be a senior at Sequoia High School.

Recognition of 2008
Graduates of BUILD

Superintendent Gemma introduced Hillary Aitken Fernandes, Administrator of the Build (Business United in Investing, Lending & Development) program, who advised that all 22 graduates in BUILD will be attending college. Five graduates reported on their personal experiences while in enrolled in the program.

Other Recognitions

Dr. Gemma commended the Menlo-Atherton Boys' Swimming and Diving Team for achieving the highest collective Grade-Point Average (GPA) for any boys' swim and dive team in the Central Coast Section this year. The team had a collective GPA of 3.7083.

Public Comment

None

Correspondence

None

Report on Parent
Institutes

Dorothy Burnside, Coordinator of Parent Involvement, reported on the Parent Institutes that were held at each of the four comprehensive high schools.

Trustee Gibson suggested meeting with the parents of 5th grade students as well.

Trustee Martinez commented that it was great to see how the program has evolved since 2002; she suggested collecting data from these parents to see if their students are doing better in high school as a result of the institutes.

Morgan Marchbanks, Principal of Sequoia High School, emphasized the importance of parents being invited to follow up sessions.

Report on District Outreach
Activities in East Palo Alto

Dorothy Burnside and Carmina Chavez, Bilingual/Migrant Education Ombudsman for Parent Outreach, presented information on the East Palo Alto Youth Consortium and the District's outreach activities to the families of Ravenswood City Elementary District.

Mrs. Burnside reported that 80 parents and students participated in the parent nights. One hundred percent (514 students) of the 8th-grade students were reached at assemblies held at Ravenswood and Redwood City elementary districts as well as the charter school. Parents at these schools were also assisted with 8th-grade registration, and provided information concerning graduation requirements.

Public Hearing opened at 7:21 p.m., for Resolution No. 1370,

President Rumley opened the Public Hearing at 7:21 p.m. for Resolution No. 1370, Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for Fiscal Year 2008-09 for the SUHSD Maintenance Assessment District.

Public Hearing was closed at 7:22 p.m.

No comments were received from the public, and President Rumley closed the Public Hearing at 7:22 p.m.

Adoption of Resolution No. 1370 for Maintenance Assessment District, 2008-09

Student consent – "yes." On a motion by Trustee Gibson, seconded by Trustee Stewart, the Board of Trustees adopted Resolution No. 1370, Approving the Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessment for Fiscal Year 2008-09 for the SUHSD Maintenance Assessment District. Voting "yes" – Trustees Gibson, Lewin, Martinez, Rumley, and Stewart; voting "no" – none; absent – none.

Discuss Draft Budget for 2008-09

Edward LaVigne, Assistant Superintendent, Administrative Services, presented an update on development of the 2008-09 budget. Mr. LaVigne reviewed the Multi-Year Projections, Revenue Trends, General Fund Narrative and Statement of Fund Balance.

Mr. LaVigne advised that the District's budget is very conservative, and all of the funds budgeted are not usually expended. Mr. LaVigne advised that the District will start depositing funds in the Special Reserve Fund in order to begin paying for GASB-45 (Governmental Accounting Standards Board).

In response to a question posed by President Rumley, Martin Fuentes, Director of Budget and Finance, replied that the projected ending balance will be approximately 5 percent.

In response to a question posed by Trustee Stewart, Mr. Fuentes advised that in November the District will know more concerning whether there will need to be budget cuts. Mr. LaVigne stated that the budget is based upon consistent staffing.

Approval of Expulsions

In response to the question posed by Trustee Stewart, David Reilly, Principal of Woodside High School, advised that a complete report concerning expulsions is presented to the Board at the end of the year.

Student consent – "yes." On a motion by Trustee Gibson, seconded by Trustee Martinez the Board of Trustees adopts the hearing panels' findings and expels: (1) (name of student to appear in official minutes) for the Spring 2007-08 and the Fall 2008-09 semesters 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 (2) (name of student to appear in official minutes) for the Spring 2007-08 and the Fall 2008-09 semesters 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.

Student consent – "yes." On a motion by Trustee Gibson, seconded by Trustee Martinez the Board of Trustees adopts the hearing panels' findings and expels: (3) (name of student to appear in official minutes) for the Spring 2007-08 and the Fall 2008-09 semesters and to suspend the expulsion. The student is to attend anger management classes at no cost to the SUHSD. The student must do 50 hours of community service and cannot have any referrals regarding negative classroom or school behavior. The student will not have any unexcused absences or tardies and education

code violations, and adhere to the SUHSD policy; (4) (name of student to appear in official minutes) for the Spring 2007-08 and the Fall 2008-09 semesters and to suspend the expulsion. Student is to remain at the County Community School for the remainder of the Spring 2007-08 semester. The student is to earn a minimum of twenty-five (25) high school credits, and (5) (name of student to appear in official minutes) for the Spring 2007-08 and the Fall 2008-09 semesters 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.

Approval of Career
Technical Education –
Vision and Goals

Trustee Gibson advised that he would like to include in the Vision a statement concerning the involvement of business partnerships.

On a motion by Trustee Gibson, seconded by Trustee Martinez, the Board of Trustees approved the District's CTE Vision and Goals.

Approval of Plan for Work
Experience Education
Application

Trustee Gibson said he was concerned about staffing and job motivation. Mr. Gibson suggested implementing a job website where employers could post jobs.

On a motion by Trustee Gibson, seconded by Trustee Lewin, the Board of Trustees approved the Plan for the Work Experience Education Application.

Approval of Revised Job
Description for College
Advisor

Trustee Martinez said she was happy to see the revised job description.

On a motion by Trustee Martinez, seconded by Trustee Gibson, the Board of Trustees approved the revised job description for College Advisor.

Acceptance of Resignation,
Assistant Superintendent,
Administrative Services

Trustee Lewin advised that he would like to add the words, "with regret" to the motion.

On a motion by Trustee Lewin, seconded by Trustee Martinez, the Board of Trustees accepted *with regret* the resignation of the Assistant Superintendent, Administrative Services.

Board of Trustees' /Supt's.
Comments & Committee
Reports

Superintendent Gemma welcomed Gregory Gruszynski, President of the Sequoia District Teachers Association.

President Rumley reported that the graduation ceremonies were very well received. The President attended graduations at the Adult School, Redwood High School, and Sequoia High School.

Trustee Rumley said she had the opportunity to speak to the Redwood City Council about graduation and the AVID (Advance Placement Via Individual Determination) program and suggested that board members might want to speak to all of the city councils residing within District boundaries.

Trustee Gibson advised that he attended the graduation ceremonies at Carlmont and Menlo-Atherton high schools.

Trustee Lewin announced that at Woodside High School's graduation ceremonies, Student Trustee Megan Fisher was a speaker, and Linda Common, Principal Emeritus, was honored.

Trustee Martinez stated that she had heard wonderful comments about the “Evening of Academic Excellence” held at Cañada College.

Morgan Marchbanks reported that the Sequoia Alumni has a member who is a landscaper; the alumni group and Mike Craig’s team have cleaned up the Tea Garden.

Adjournment at
8:10 p.m

On a motion by Trustee Gibson, seconded by Trustee Lewin, the Board of Trustees adjourned its meeting at 8:10 p.m.

Respectfully submitted.

Lorraine Rumley, President

Gordon Lewin, Clerk