

Approved Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, November 4, 2015

Call to Order	The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by Clerk Alan Sarver at 4:31 p.m., on Wednesday, November 4, 2015, in Birch Conference Room at 480 James Avenue, in Redwood City, California.		
Recess to Closed Session	The Board of Trustees recessed to Closed Session at 4:32 p.m. to Consider a Student Discipline/Expulsion; Conference with Legal Counsel—Anticipated Litigation: Initiation of litigation pursuant to paragraph (2) to (5), inclusive, of subdivision (e) of Government Code Section 54956.9 (two cases); and to Conference with Labor Negotiators—Agency Designated Representative: James Lianides; Employee Organization: Sequoia District Teachers' Association (SDTA)		
Opened Public Session 5:32 p.m.	Clerk Alan Sarver opened the Public Session of the regular meeting at 5:32 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.		
Roll Call	<table><tr><td>Present: Abby Hartzell, Student Trustee Carrie Du Bois Alan Sarver Chris Thomsen</td><td>Absent Allen Weiner</td></tr></table> <p>Trustee Laura Martinez arrived at 7:30 p.m.</p>	Present: Abby Hartzell, Student Trustee Carrie Du Bois Alan Sarver Chris Thomsen	Absent Allen Weiner
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Pledge of Allegiance	Trustee Du Bois led the Board of Trustees and audience in the Pledge of Allegiance.		
Approval of Agenda	On a motion by Trustee Du Bois, seconded by Trustee Thomsen, the Board of Trustees approved the Agenda.		
Report out on Closed Session	Acting President Sarver reported that in Closed Session the Board of Trustees unanimously approved, by a vote of three in favor, Trustees Du Bois, Sarver, and Thomsen, with zero against , the expulsion of one student numbered 2015-16-03 (name to appear in official minutes)—to expel for the remainder of the fall 2015-16 semester and establish December 7, 2015, as the date that the student may apply for readmission.		
Invitation to the Audience	Acting President Sarver 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. He explained the Public Comment section of the agenda was for permitting members of the audience to make presentations about items not on the agenda.		
Approval of Consent Calendar	On a motion by Trustee Du Bois, seconded by Trustee Thomsen, the Board of Trustees approved the Consent Calendar as amended. Voting “yes,”— Student Trustee Hartzell; Trustees Du Bois, Sarver, and Thomsen; voting “no”—none, and absent—Trustees Martinez and Weiner.		
Approval of Minutes for October 21, 2015, Board Mtg.	On a motion on the Consent Calendar, the Board of Trustees approved the minutes for the October 21, 2015, Board meeting.		
Approval of Personnel Recommendations	On a motion on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations and Addenda as indicated.		
Approval of Contract with Parent Education Consultant	On a motion on the Consent Calendar, the Board of Trustees approved the contract with Parent Education Consultant, CSM Consulting, in the amount of \$50,000 to provide Parent Education Series for the district.		
Approval of Field Trips	On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Carlmont High School’s DECA members to San Jose on November 13-15, 2015; Carlmont, Menlo-Atherton, Sequoia, and Woodside high schools’ BSU members to Sacramento on November 14, 2015, and Redwood High School’s REAL students to Moss Beach on March 3, 2016.		

Auth. to Declare Property Surplus	On a motion on the Consent Calendar, the Board of Trustees declares the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to dispose or transfer the listed items in accordance with Education Code provisions.
Auth. to File Notice of Completion	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent to file a Notice of Completion for Sausal Corporation.
Auth. to Hire Geo. Engineer for Testing Sequoia HS New Bldg.	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent to hire Cornerstone Earth Group in the amount of \$40,600 and Testing Engineers in the amounts of \$52,666 and \$5,708 for the Sequoia High School new classroom building and Culinary Arts/Room 128 renovations.
Adopted Twenty-first Century Furniture Standards	On a motion on the Consent Calendar, the Board of Trustees approved the Twenty-first Century Classroom Furniture Standards for the new construction projects and replacement needs at all school sites.
Approval of W-Trans Contract for Traffic Mitigation Work	On a motion on the Consent Calendar, the Board of Trustees approved the contract with W-Trans in the amount of \$39,980 (with a \$4,000 contingency) to conduct required traffic mitigation work at Menlo-Atherton High School.
Approval to Hire Weston Miles Arch. for Improvements at Carl.	On a motion on the Consent Calendar, the Board of Trustees approved the proposal from Weston Miles Architects to investigate Carlmont High School improvements to the kitchen and MUR at not to exceed \$28,000 and to design renovations to the original Locker Room and the Fitness Room for a fixed fee of \$227,500.
Approval of Change Order for Sausal Corp. for Sequoia HS A-Wing Project (Increment I)	On a motion on the Consent Calendar, the Board of Trustees approved the Change Order for Sausal Corporation in the amount of \$110,273 and increased the contract to \$3,042,073 for the Sequoia High School A-Wing Project (Increment I).
Special Recognitions	Superintendent Lianides recognized Menlo-Atherton Photography/Journalism Teacher Elizabeth Snow and students Katrina Wijaya, Katie Webb, and Rebecca Schena who are being recognized at the National Scholastic Press Association's National High School Journalism Convention. M-A students, under the leadership of Ms. Snow, have been producing <i>THE Mark</i> , Menlo-Atherton's news and feature magazine for six years.
Public Comment	None
Correspondence	None
Report from Summit Prep. Charter School	<p>Penelope Pak McMillan, Director of Summit Preparatory Charter Public High School, reported that the school's mission is to prepare its students for a four-year college. Summit enrollment is at 412 students. She compared demographics, address statistics, ethnicity, and test exam outcomes; most Summit students live in Redwood City. The charter school is a personalized learning school model; she described the five habits of success. The areas of focus include personalized learning initiatives.</p> <p>In response to a question posed by Trustee Thomsen, Ms. Pak McMillan advised that Summit has moved to 90-minute class periods; and teachers focus on critical thinking skills and content knowledge. Students learn content online, and they decide when they are ready to take an assessment. Once they show mastery they move on to the next standard. Trustee Thomsen noted as we open the district's new small school, the charter schools in our district could provide a wealth of information. Dr. Lianides added especially with marketing and how to attract students to the school.</p> <p>Community Member Jay Siegel observed that the ethnicity numbers were lower for Summit with the exception of Hispanics. In response to a question posed by Mr. Siegel, Ms. Pak McMillan noted students with Individual Education Plans (IEPs) comprised 11 percent of the student body, which matched the SUHSD percentage.</p>

In response to a question posed by Trustee Sarver, Ms. Pak McMillan said we have not seen the impact of families moving out of the area as house prices rise; at this point school capacity is solid.

Report on Professional Development & Collaboration with K-8 Partners Director of Professional Development Kristin Stout presented the goals that guide the work: supporting teachers, equality for students, sharing innovative structures, and cultivating partnerships. Mrs. Stout reported Professional Development (PD) days were held in August on Common Core literacy; in October staff presented workshops led by district teachers, which included Redwood City Elementary teachers.. She reported that Common Core skills and practices are utilized in all grade levels; and noted Direct Interactive Instruction (DII) is about specific instructional strategies. We are moving toward Common Core framework and assessment for instructional sequence and student engagement.

Instructional Coach Jessica Mass reported teachers work within a cohort of subject-area curriculum and are developing strategies for all students to participate in class.

Kristin Stout reported that the SUHSD Teacher Induction Program (TIPS) is partnering with Ravenswood City Elementary District. Another partnership has been formed with the Santa Cruz New Teachers Center. There are teachers interested in volunteering for the Peer Assistance Review (PAR) program, and we are looking at curricular coaches who might assist. Another goal is to have individual programs working together to create ways that overlap.

Ms. Mass stated there is one full-time instructional coach, two full-time technology coaches, and the Professional Development Academy has teachers interested in leading other teachers. We want to collaborate with surrounding districts, currently we are working with Ravenswood and Redwood City school districts. We want to give Professional Development substance, make it personalized, and as relevant as possible. A Coaching Network has been created with San Mateo Union High School District, Redwood City Elementary, Palo Alto Unified School District, Santa Cruz, and SUHSD. The challenges are time, collecting data, efficacy, and measurement.

In response to a question posed by Trustee Du Bois, Director Stout said the program does include classroom management and one-on-one coaching as well as observation.

Trustee Thomsen complimented the program and said he encouraged building teacher capacity and DII being tied to Common Core instruction. In response to questions posed by Trustee Thomsen, Jessica Mass advised we find that a central location, such as the district office, for the PD is the least challenging for people to get to. The PD staff does go to the individual campuses. Assistant Superintendent Hansen reported that she is mapping out a PD section on homework. She noted that the partner district staff is invited to trainings. Trustee Thomsen noted that Professional Development is an important area in which to invest.

Superintendent Lianides advised that this presentation is about District-centered PD; there are a number of other ongoing programs at the sites, including site lead PD teachers in English and math. We can do a big-picture analysis of costs compared against other needs.

Trustee Sarver noted we have a comprehensive PD program that is heavily teacher-directed. We want to ensure we are able to bring in from outside difference-making offerings. We are cultivating two partner districts and building for opening doors to the K-12 experience. In response to a question posed by Trustee Sarver, Sequoia District Teachers Association (SDTA) President Edith Salvatore advised that the number of teachers referred to PAR has been constant. Because of the new evaluation system, teachers are recognizing growth areas, and there have been more teachers volunteering for the program. Trustee Sarver noted that this is one of the most valuable areas, which will keep the district strong and moving forward.

Report on Professional and Instructional Use of Technology

Director of Instructional Technology Robert Fishtrom reported that, thanks to support from the Board and Superintendent, every classroom in the district has been wired with at least one wireless access point. There are 3,000 Chromebooks, purchased Neverware software (used to upgrade older equipment), there has been a major refresh funded by Measure A; developed a more accurate equipment inventory, and implemented a single sign-in.

Mr. Fishtrom reported his staff had conquered the challenge of implementing electronic certificated evaluations, which will save time and paper. He noted many district forms have been digitized. (*A video on the instruction model was shown.*)

Melissa Hero, Technology Specialist, said she wants teachers to look at Common Core Standards and have students prepared to do tasks on-line; creating critical thinking, communication, and collaboration. By purchasing *WeVideo*, students are able to research, create a trailer, do a story board, and write a script. (*A video created by students was shown.*) Ms. Hero described the on-line professional development support that blends cohorts and incorporates various departmental tools. She also facilitates workshops and one-on-one training/coaching on technology instruction.

Robert Fishtrom reported that they also lead technology instruction workshops for professional groups county and state-wide. Next steps include continuing to leverage solid infrastructure, streamline services, maintain video safety systems, and install uninterruptable power sources.

Student Trustee Hartzell noted she has seen progress in the technology provided at Sequoia High School. Teachers need to be mindful that even though Substitution Augmentation Modification Redefinition (SAMR) is valuable, students are learning through videos; and we lose contact with the teacher.

Trustee Thomsen said there is a sense of progress, at the Board level we think of digital literacy and what we expect of our students. Many people are leaning toward the phone (vs. laptop computer) as an education device. What device are we thinking about five years in the future? Director Fishtrom said there are equity and access issues; students need to know the keyboard and have the ability to type. Assistant Superintendent Hansen noted the question is a laptop computer or textbook.

(Trustee Laura Martinez arrived at 7:30 p.m.)

In response to questions posed by Trustee Sarver, Mr. Fishtrom said that Neverware will work to refurbish older computers. He advised that Geometry was a course that easily could be converted to an electronic textbook—however it is a large task for people to convert from reading on paper to reading on-line. Kristin Stout advised there is general consensus that the district is not ready to move toward on-line texts for five to ten years. Robert Fishtrom noted that device management is challenging.

In response to a question posed by Trustee Martinez, Director Fishtrom advised that technology funds are allocated to each site, and his department is doing the technology refresh cycle through Measure A bond funds.

Discussion of Key Areas to Cover In Student Mental Health Study

Superintendent Lianides reported one of the key goals for 2015-16 is to conduct a study into the needs of students for mental health services, to examine current mental health services, and to launch a task force. In addition, the John Gardner Center will be framing the research study and assisting with data collection to gain an understanding of student needs and the kinds of services the district offers. Dr. Lianides reviewed the proposed four main questions to guide the research.

1. What is the nature of the mental and behavioral health challenges facing youth in SUHSD? What types of resiliency factors are also in place for these youth?
2. To what extent are current services and supports effectively responding to the challenges youth face?
3. What is the profile of students utilizing services and support? Are there predictive factors that might point to important opportunities for interventions and support?
4. What is the nature of the school climate and culture at each of the district schools? In what ways does the school climate and culture support students' positive mental health and resiliency?

Amy R. Gerstein, Executive Director of John W. Gardner Center for Youth and Their Communities, at Stanford University, advised that the Center wants to compile data on the scope of challenges the district is facing. We are looking at both the positive and crisis responses. She noted that much positive work is being done at the district to address issues before students go sideways. She is looking to work in partnership with district staff to identify with the four questions and then give the community opportunity for input.

In response to a question posed by Trustee Du Bois, Ms. Gerstein said much data is collected in the district, and the Healthy Kids survey could be one source of information. We would also like to gather longitudinal indicators by talking to students. Trustee Du Bois said she thought substance abuse is an issue. She asked about national best practices and how to help students understand that marijuana is dangerous?

Sequoia High School Student Editors of *The Raven Report*, Emily Ducker and Abigail Wang said they have struggled with anxiety and depression; they have been doing research and working closely with the Teen Resource Center, which will be surveying students this fall. In 2015, 64 percent of students said they were depressed and 18 percent of the students contemplated suicide. Twenty-seven students reported they did not know how to access mental health services. Ms. Wang said there are many small things that can be done. A few suggestions would be to standardize practice that teachers should be willing to listen, help students, and make a personal connection. Another idea is for the teacher to evaluate students quarterly (which would be opportunity for students to ask for help); talk with students when they return from an absence, and check in to see if they need help to do better in class. Mental health services need to include increased awareness.

Trustee Du Bois requested data on what happens to the students who leave our district.

SDTA President Edith Salvatore said we need a districtwide, systematic support approach for student mental health. Teachers need to be trained in recognizing the signals that students send when they are approaching a crisis. Teachers need to know what resources are available so they can connect students with resources.

Trustee Thomsen said he supported moving ahead with the research study; the John Gardner Center has the best reputation for working with outside communities. In response to a question posed by Trustee Thomsen, Ms. Gerstein said we are going for a more broad study, and her colleague who will be leading the study has a lot of experience in identifying the behavior health challenges of youth.

In response to a question posed by Trustee Thomsen, Dr. Lianides said we may ask the advice of county counsel concerning extra protection for students.

Student Trustee Hartzell said along with the issues students are facing, we need the survey to address students who are involved in other students' mental health. She also noted when a student returns from an absence and is burdened by busy work, the student feels like not coming back to school.

Trustee Sarver approved the outline of the study. He asked about the mental health services on campus, and if districtwide services might be more effective in some situations. We need to know the range of issues students are dealing with and how we can provide services to address those special needs.

Ms. Gerstein said the John Gardner Center plans to do a focus group this year. Of special note we do a climate survey at Sequoia High School and may be administering that survey at other schools.

Parent Jay Siegel said as a parent he would re-enforce the Student Trustee's comments; he needs information from the school on how to help his student. School Loop is difficult, and Mr. Siegel said it creates anxiety.

Lucia Sanchez, the parent of a Sequoia High School Senior, noted that how a parent is engaged is an important link in the equation. She suggested interviewing and gathering data from parents.

Superintendent Lianides observed that we are moving toward validation of these questions. He believes it is critical to get information from parents.

Trustee Sarver said he is hearing support for proceeding with the study. He recommended assigning two Board members to the task force at the December organizational meeting.

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

Superintendent Lianides said he had a great experience attending the District English Learner Advisory Council (DELAC) meeting. He brought parents up to date on what we are doing in the district and heard their concerns and ideas, which validated the district's good work. There were also practical suggestions that would make their high school experience better.

Trustee Sarver said he attended the Small School Development meetings and was pleased with the work. He also met with the Career Technical Education (CTE) Subject Area Council where a recommendation was made to explore two structures achieving CTE graduation requirements. He also attended the Four Corners group meeting where a formal presentation of options was made for the work to alleviate traffic in front of Carlmont High School and Tierra Linda Middle School. There may need to be a task force for implementing parking alternatives. Another concern is options for providing affordable teacher housing. Trustee Sarver suggested task forces should be discussed at the November organizational meeting.

Trustee Du Bois said she has learned a great deal while participating on the CTE Task Force. She attended a parent education meeting on addiction at Menlo-Atherton. This is the second year that she is an academic mentor at Woodside.

In response to a request by Trustee Thomsen, Dr. Lianides said a comprehensive report on Measure A expenditures will be presented in January.

Trustee Martinez she too attended the parent education meeting at M-A as well as the Small School meetings.

Board Adjourned at 8:46 p.m.

On a motion by Trustee Du Bois, seconded by Trustee Thomsen, the Board of Trustees adjourned its meeting at 8:46 p.m.

Respectfully submitted,

Alan Sarver, Clerk