

Approved Minutes of Regular Meeting of the Board of Trustees  
Sequoia Union High School District  
Wednesday, January 20, 2016

Call to Order	The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by President Alan Sarver at 3:31 p.m., on Wednesday, January 20, 2016, 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 3:32 p.m. to consider an Appeal of Expulsion Order; consider Student Disciplines/Expulsions, conference with Labor nNegotiators, Agency Designated Representative James Lianides; Employee Organization: Sequoia Union High Scvhoool District Teachers' Association (SDTA), and to consider a Public Employee Discipline/Dismissal/Release (one matter).														
Opened Public Session 5:38 p.m.	President Alan Sarver opened the Public Session of the regular meeting at 5:38 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.														
Roll Call	<table><tr><td><b>Present:</b></td><td><b>Absent:</b></td></tr><tr><td>Abby Hartzell, Student Trustee</td><td>Assistant Superintendent Enrique Navas</td></tr><tr><td>Carrie Du Bois</td><td></td></tr><tr><td>Georgia Jack</td><td></td></tr><tr><td>Alan Sarver</td><td></td></tr><tr><td>Chris Thomsen</td><td></td></tr><tr><td>Allen Weiner</td><td></td></tr></table>	<b>Present:</b>	<b>Absent:</b>	Abby Hartzell, Student Trustee	Assistant Superintendent Enrique Navas	Carrie Du Bois		Georgia Jack		Alan Sarver		Chris Thomsen		Allen Weiner	
<b>Present:</b>	<b>Absent:</b>														
Abby Hartzell, Student Trustee	Assistant Superintendent Enrique Navas														
Carrie Du Bois															
Georgia Jack															
Alan Sarver															
Chris Thomsen															
Allen Weiner															
Invitation to the Audience	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.														
Pledge of Allegiance	President Sarver led the Board of Trustees and audience in the Pledge of Allegiance.														
Approval of Agenda	On a motion by Trustee Weiner, seconded by Trustee Thomsen, the Board of Trustees approved the Agenda.														
Report Out on Closed Session	<p>President Sarver reported that the Board took action in Closed Session to unanimously approve, by a vote of five votes in favor, Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner, with zero votes against, to expel Case No. 2015-16-04 (student name to appear in official minutes) for the remainder of the fall 2015-16 semester and the spring 2015-16 and established May 15, 2016, as the date that the student may apply for readmission. By a vote of five votes in favor, Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner, with zero votes against, to expel Case No. 2015-16-05 05 (student name to appear in official minutes) for the remainder of the fall 2015-16 semester and the spring 2015-16 and established May 15, 2016, as the date that the student may apply for readmission. By a vote of five votes in favor, and zero votes against, to expel Case No. 2015-16-05 06 (student name to appear in official minutes) for the remainder of the fall 2015-16 semester and the spring 2015-16 and established May 15, 2016, as the date that the student may apply for readmission. By a vote of five votes in favor, and zero votes against, to expel Case No. 2015-16-05 07 (student name to appear in official minutes) for the remainder of the fall 2015-16 semester and the spring 2015-16 and established May 15, 2016, as the date that the student may apply for readmission. By a vote of four votes in favor, and one vote against, to expel Case No. 2015-16-05 08 (student name to appear in official minutes) for the remainder of the fall 2015-16 semester and the spring 2015-16 and established May 15, 2016, as the date that the student may apply for readmission.</p> <p>President Saver noted that the Board will reconvene in Closed Session following this evening's Public Session.</p>														
Amended Consent Calendar	Removed and voted upon later in the meeting.														
	8g. Approval of New Course Proposal, AP Computer Science Principles														
Approval of Amended Consent Calendar	On a motion by Trustee Weiner, seconded by Trustee Jack, the Board of Trustees approved the amended Consent Calendar. Voting "yes,"—Student Trustee Hartzell; Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner; voting "no"—none, and absent—none.														

Approval of Minutes for 12/9/15, & 1/5/16, Board Mtg.	On a motion on the Consent Calendar, the Board of Trustees approved the minutes as amended for the December 9, 2015, and January 5, 2016, Board meetings.
Approval of Personnel Recommendations	On a motion on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations and Addenda as indicated.
Qtrly. Rep. Williams Complaints	On a motion on the Consent Calendar, the Board of Trustees accepted the report as presented.
Approval of Readmissions	On a motion on the Consent Calendar, the Board of Trustees approved the Readmission's Committee's recommendation to accept six previously expelled students (names to appear in official minutes) back into the district.
Approval/Ratification of Field Trips	On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Carlmont High School's Jazz Ensemble to Santa Cruz on March 18-19, 2016; Orchestra/Band members to Seattle, Washington on March 31- April 3, 2016; and ratifies approval of the DECA trip to San Jose on January 8- 10, 2016, and approves Menlo-Atherton's AP Environmental Science students to Moss Beach, Fitzgerald Marine Reserve, on February 18, 2016; AP Environmental Science students to Santa Cruz on February 19, 2016; AVID to Southern California Colleges & Universities on March 23-25, 2016; Redwood and Menlo Atherton students to Lake Tahoe on January 31, 2016; Redwood High School's REAL members to Monterey on February 18, 2016; REAL CTE to MSI in Redwood City on March 18, 2016; Sequoia High School's ASB members overnight stay on January 23-24, 2016; ASB to Ontario on April 9-11, 2016; Science students to Southern States on February 12-18, 2016; Math ELD/LEP students to Moss Beach on March 5, 2016; Math ELD/LEP students to Paicines on April 23, 2016; Boys' Varsity Baseball team to Selma on March 20-23, 2016.
Approval of Request to Declare Textbooks Obsolete or Non-accountable	On a motion on the Consent Calendar, the Board of Trustees declared the listed items as obsolete and unsuitable for use, and authorized the Superintendent to dispose of or transfer the listed items in accordance with Education Code provisions.
Approval of Warrants	On a motion on the Consent Calendar, the Board of Trustees approved the Warrants for December 2015, totaling \$6,228,167.28.
Acceptance of Monthly Financial Reports	On a motion on the Consent Calendar, the Board of Trustees accepted the Monthly Financial Reports for December 2015.
Auth. Declaring Property Surplus	On a motion 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 these surplus items in accordance with Education Code provisions.
Acceptance of Gifts	On a motion on the Consent Calendar, the Board of Trustees accepted the gifts and requested that the school site sends letters of appreciation to the donors where appropriate.
Approval of Amended Agre. with Spencer Associates	On a motion on the Consent Calendar, the Board of Trustees approved the amended agreement with Spencer Associates for the complete redesign of Sequoia High School Music Building, with a fee not to exceed \$281,300, plus reimbursable expenses not to exceed \$10,000.
Approval of Additional Services by Quattrocchi-Kwok Arch. for 1090 Mills Way, Redwood City	On a motion on the Consent Calendar, the Board of Trustees approved the additional design services cost for Quattrocchi-Kwok Architects in the amount of \$215,075 for the renovation of 1090 Mills Way, in Redwood City.
Approval to Amend Contract for Owner's Representative Services	On a motion on the Consent Calendar, the Board of Trustees approved the change order to the District's contract with Allan France to increase the maximum amount payable to an amount not to exceed \$245,000 to provide project management services at Carlmont and Woodside high schools.
Adopted Res. No. 1564, Acknow. Requirements of Reg. 1859.95.1	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1564, acknowledging the requirements of Regulation Section 1859.95.1.
Report on Construction Service Contracts Under \$35,000	On a motion on the Consent Calendar, the Board of Trustees ratified the District's construction service contracts/amendments under \$35,000.

- Approval to Hire Testing Engineers for EPAA New Gym Project On a motion on the Consent Calendar, the Board of Trustees approved hiring Testing Engineers in the amount of \$81,918 for material and structural testing of the new Gymnasium project at East Palo Alto Academy.
- Approval of Addendum No. Five of Superintendent's Contract On a motion on the Consent Calendar, the Board of Trustees approved Addendum No. Five to the Superintendent's contract resulting in a \$1,000 monthly contribution to the Superintendent's 403b tax shelter plan for the remainder of his contract.
- Approval of Agreement Between Sequoia Adult School & JobTrain On a motion on the Consent Calendar, the Board of Trustees approved the agreement between Sequoia Adult School and JobTrain.
- Special Recognitions Superintendent Lianides recognized Carlmont High School ninth grade student Teppei Keike, for his valuable work with Spectrum Visions Global Inc. in San Jose. Teppei installed the *Voice-4u* communication application on smartphones and tablet platforms enabling motor skill challenged people to utilize these platforms.
- Public Comment None.
- Correspondence President Sarver received correspondence expressing concern about students performing poorly, leaving the district mid-semester, attaining grades from an outside institute; then returning to SUHSD, and continuing to get credit for grades gained outside. President Sarver suggested there be a Board discussion about this situation.
- Multi-year Enrollment Study The district demographer consultant, Tom Williams of Enrollment Projection Consultants, said this was the third year he had reported on SUHSD multi-year enrollment projections, which were downsized to 9447 students. He explained that the projections are based on October 2015 enrollments for SUHSD and its eight partner elementary districts. The projections do not include enrollment at charter schools. He attributed the decline to changes of demographics in particular areas of the district. Enrollment is continuing to increase in Menlo Park and San Carlos; whereas it declined in Redwood City and Ravenswood City elementary districts. We are still growing as a district and needing new facilities, but we are not growing as much because of changes in economic conditions in the southern part of the district. Menlo-Atherton is projected to grow; and we are moving ahead with opening the small school in Menlo Park in 2018.
- Superintendent Lianides said another factor to consider is D.TECH High School which will be moving to the Oracle campus; and we should continue with the "wait and see" policy in regard to the property in San Carlos. There are many new apartments that will eventually have an impact, and as a district we need to stay well ahead of the curve.
- Trustee Thomsen suggested quantifying the impact of Menlo-Atherton losing students who resided in Redwood City. Superintendent Lianides advised that parents choosing private schools is driven by the economy. Demographer Williams said M-A is the one school that has the potential for its enrollment rate to go up.
- In response to a question posed by Trustee Weiner, Mr. Williams said he communicates with a demographic firm in Redwood Shores; in addition, he does demographic work for many districts in the county.
- Public Hearing on Preliminary Environmental Assessment Report for M-A G-Wing Project Matthew Zito, Chief Facilities Officer, said this public hearing was part of the Environmental Impact Report. The State Department of Toxic Substances Control requires a Preliminary Environmental Assessment Report for the Menlo-Atherton High School G-Wing Building Project. This public hearing will also fulfill the Division of State Architect's requirement to secure state-matching funds of potentially \$9 million.
- Opened Public Hearing at 6:25 p.m. President Sarver opened the Public Hearing at 6:25 p.m. on the Preliminary Assessment Environmental Report for Menlo-Atherton G-Wing Project. There were no public comments.
- Closed Public Hearing at 6:26 p.m. President Sarver closed the Public Hearing at 6:26 p.m.

Discuss Late Start at Carlmont

Superintendent Lianides advised that in 2009 the Board was presented with research data coming out of Stanford University, who had conducted a sleep study providing data that adolescents need at least nine hours of sleep. Menlo-Atherton was the first school to move to late start in the fall of 2010, Woodside in 2011, and Sequoia in 2012. All three sites start school after 8:30 a.m.; the start times vary at each site. Carlmont did not change its start time mainly due to transportation concerns for students living in East Palo Alto and the San Mateo County Transit District (SamTrans) schedule. Dr. Lianides reported that SamTrans is now able to accommodate a later start time at Carlmont, which will significantly improve traffic and pedestrian conditions along Alameda de las Pulgas during commute hours. The Superintendent said he and Trustees Du Bois and Sarver are members of the Four Corners Task Force that is looking at traffic and safety concerns along Alameda de las Pulgas.

Carlmont High School Principal Ralph Crame reported that late start has been discussed with staff, and it was suggested changing the regular day start at 8:00 a.m. to a zero (0) period with first period starting at 8:57 a.m. He advised that the proposed bell schedule listed below would provide the least amount of disruption to the school.

<b>Period</b>	<b>Regular Day</b>	<b>Wednesday (minimum day)</b>
0	8:00-8:50 a.m.	8:53-9:36 a.m.
1	8:57-9:47 a.m.	9:43-10:26 a.m.
2	9:54-10:44 a.m.	10:33-11:16 a.m.
3	10:51-11:44 a.m.	11:23-12:09
Lunch	11:44 a.m.-12:31 p.m.	12:09 a.m.-12:52 p.m.
4	12:31-1:21 p.m.	12:52-1:35 p.m.
5	1:28-2:18 p.m.	1:42-2:25 p.m.
6	2:25-3:15 p.m.	2:32-3:15 p.m.

Menlo-Atherton High School Principal Simone Rick-Kennel reported that two-thirds of her students benefit from the late start. The SUHSD Measure A bond provides funding for a second set of field lights, so students participating in sports such as soccer will practice later. For the students needing to be dropped off early, the Library, Cafeteria, and Student Center are open (with supervision) so there are warm environments in which to wait. We have looked at student athletes and there is no drop off in their grades because of missing the last period of the day.

Carlmont Parent Volunteer Cris Adair said an email was sent out to Carlmont parents. She appreciates the studies on sleep; but said traffic is a problem. She does not want her student athlete to miss school. Ms. Adair suggested allowing athletes a choice of starting school at 8:00 a.m.

Carlmont Parent April Carlson said students should have the option to take a zero (0)-period class.

Carlmont and Sequoia Parent Jennifer Webb noted that some Sequoia athletic teams utilize a team bus, whereas Carlmont does not. When the team travels by bus, the coaches also leave; and in some instances the Junior Varsity kids need to leave at 1:30 p.m. and don't play until 5:30 p.m. Ms. Web said she likes the late start at Sequoia, and her Carlmont student wants late start. She said the biggest issue is that the games are scheduled too early.

President Sarver said he received three emails from Cris Adair, Megan Mezoni, and Betsy Adams; all were in regard to student athletes' early dismissal and late games. The comments were consistent with the input received here tonight.

M-A Principal Rick-Kennel described the M-A bell schedule and advised the feedback from parents is that their students really value the late start and reducing student stress. Menlo-Atherton has 1,000 students participating in sports (not year-round). She said we are working with the athletic league to push the game start times back.

Assistant Superintendent, Educational Services, Bonnie Hansen, said we found at Sequoia High School that tardies and cuts dropped for first period by 10 percent, and athletes' grades did not suffer. The sleep study stated that the additional sleep was better for teenagers' mental health.

Trustee Du Bois said she had talked with students, teachers, and parents who said the decision has already been made that Carlmont would go to a later start; she did not believe there has been enough input. She was for more sleep and didn't think late start gives kids more sleep. Her biggest concern is the amount of stress the students are under. Trustee Du Bois recommended obtaining more community input.

Trustee Thomsen said he too is concerned about stress for our students, and referenced a report from the Harvard School of Education stating evidence that more sleep contributes to better mental health and increases academic achievement. Trustee Thomsen said he was in favor of Carlmont administration moving ahead with late start. He agreed with the comments about sports and hoped the district administration would look at getting the game times moved back.

Student Trustee Hartzell said she thought a late start definitely helps the majority of students get more sleep. She noted that sports schedules should change.

Trustee Jack said she thought a block schedule is better because students don't not miss the same class. Her issue is around sports because it provides students with a different set of skills; such as leadership, time management, personal confidence, and self-esteem. Trustee Jack said the school community needs to have discussion and make a recommendation.

Trustee Weiner advised that he is in favor of moving to a late start and doing, whatever we can to push the starting times of athletic competitions back.

Sequoia District Teachers Association President Edith Salvatore remembered a Board discussion because some M-A parents wanted it and later people grumbled because we spent a year coming to consensus. If you want further discussion and treat Carlmont differently, you can expect to hear from other schools wanting to be treated differently as well.

President Sarver reported six years ago the discussion was a community-engaging activity. The Board adopted a late start policy districtwide that school starts no earlier than 8:30 a.m. Implementation becomes the site's responsibility to deal with exceptions. We recognized the issues that surrounded Carlmont students. One aspect of the late start was to install field lights at M-A and Woodside, and there was an urgency to bring Carlmont up to speed. This is an opportunity to bring our last comprehensive high school on board.

Principal Crame said we will continue to work with neighboring districts making scholastic and athletic adjustments. The San Mateo Union High School District is installing field lights in order to move to a late start.

There was discussion concerning the advantages/disadvantages of various bell schedules.

Superintendent Lianides summarized that three Board members preferred to move ahead and two members would like to do mediation steps prior to moving ahead with a decision.

President Sarver said there is almost consensus to offer direction concerning implementation efforts of the existing policy; that the Board would encourage proceeding with a strong measure of community engagement in the process; and there is support to be effective in setting up the bell schedule and have the implementation in place at Carlmont before the master scheduling process begins for next year.

There was discussion concerning the advantages/disadvantages of community surveys.

Dr. Lianides said we heard from one major group that is affected, which are the sports parents. Principal Crame will work with that issue and find ways to minimize impact.

Trustee Du Bois said she was concerned about working parents dropping off their students because Tierra Linda starts earlier.

Superintendent Lianides observed that Carlmont campus provides a safe, dry place for students to wait; and that issue affects all high schools. He will talk to his counterpart at San Mateo Union

High School District, who is interested in late start, about bringing other schools in our community together to have league games start later.

Dr. Lianides said we are moving ahead, and Ralph Crame needs to take steps to engage the parent community to minimize the impact on students. This item will be brought back to the Board at the next meeting.

Discussion of Revised Policies  
BP/AR 1312.3 & BP/AR 4030

Assistant Superintendent, Human Resources, Jacqueline McEvoy reported that staff is bringing forward the first reading of revised Board Policy (BP) and Administrative Regulations (AR) 1312.3, Uniform Complaint Procedures, and BP/AR 4030, Nondiscrimination in Employment.

President Sarver observed that we are seeing updated policies with changes issued by California School Boards Association (CSBA). Assistant Superintendent McEvoy advised the revisions include the Local Control Accountability Plan (LCAP) and bring clarity to mediation.

Trustee Weiner said the substantive changes are not obvious, and even with these changes there seems to be some contradiction affecting BP 4030. Dr. McEvoy said she would look into it. If we want to use the Uniform Complaint process, we can modify the actual complaint process to refer back to that; or for clarity we may need an umbrella discrimination policy. In response to a question posed by Trustee Weiner, Dr. McEvoy advised the statutes are covered under the collective bargaining agreement. The process will bring a consistency because it is important for people to understand the process.

In response to a question posed by Trustee Thomsen, Dr. McEvoy advised we have the CSBA proposed notes, and they do explain why changes are necessary; she will forward the notes to Board members.

President Sarver advised these policies will be brought back at the next meeting.

Discuss Process to Complete  
Action Plans for Strategic Plan

Superintendent Lianides said the Board needs to select a date for a study session to discuss the process to complete action plans for the Strategic Plan. Since two members were not available on the date indicated, Dr. Lianides suggested that the study session be held on Wednesday, March 2, 2016, at 5:30 p.m.

Trustee Jack suggested that principals and Edith Salvatore attend the study session, as well as extending the invitation to all teachers and the original Strategic Planning Task Force.

President Sarver suggested that staff provide a list of Superintendent Goals and the highest priority items listed on the Strategic Plan.

Approval of MOU with San  
Mateo Union High School District  
Relative to D.TECH Admissions

In response to a question posed by Trustee Thomsen, Dr. Lianides advised that he would pull the MOU, make the appropriate changes, and bring it back to the Board for approval at the next meeting.

Approval of New Course: AP  
Computer Science Principles

Trustee Thomsen expressed concern over adding an Advanced Placement (AP) course, which increases students' stress.

Assistant Superintendent Bonnie Hansen advised that M-A Computer Science Teacher Cindy Donaldson, while serving on the Small School Committee and Josh Paley of Gunn High School are advocates for getting students in the middle range into AP classes. Mr. Paley has seen students experience success in AP Computer Science Principles. Mrs. Hansen said while she agreed with Trustee Thomsen about AP courses, this is a good AP course.

President Sarver said with the discussion of this being an introductory course, perhaps it should be a two-course sequence.

Principal Rick-Kennel said as part of this three-course series we are adding *Mobile Ap*, so there is a pathway. Currently we have five sections of AP Science. This would provide another level. It would allow us to recruit students who would not ordinarily take an AP course.

Principal Crame said there is growing interest in Computer Science, and we are working with EOS and surveying students on job interests—Computer Science is their first choice.

Trustee Thomsen said that makes sense to him, and because it is an easier course probably half of the students would be better off in this course before going to Computer Science classes.

Trustee Weiner said he shared the goal about reducing stress and thinks we need to take a more organic approach.

In response to a statement made by Trustee Weiner, Trustee Jack said the purpose of EOS is to broaden exposure to AP. We have to lessen student stress and offer a range that speaks to a pathway of interest to students.

On a motion by Trustee Thomsen, seconded by Trustee Weiner, the Board of Trustees approved the new course proposal, *AP Computer Science Principles*, as presented.

Adoption of Res. No. 1565 in Support of Four Corners Group

Superintendent Lianides advised Dr. Lianides advised that he was pulling Resolution No. 1565, Supporting Four Corners Working Group for Improvements Along Alameda de las Pulgas in the Vicinity of Carlmont High School and Tierra Linda Middle School, and will bring it back to the Board for approval at the next meeting.

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

Dr. Lianides said the Board is holding a Retreat on Saturday, January 23 at 8:30 a.m., and he will have a conversation with Facilitator Dana Tom on Friday. Members should advise if they have any last minutes items, and he will relay the information to Mr. Tom.

President Sarver said the Small School Committee is moving forward; and there will be a special guest from Owen College tomorrow. He attended Assembly Member Jerry Hill’s Town Hall Meeting; attended the first Robotics meeting at Woodside (the district now has teams from each of our comprehensive high schools). President Sarver toured New Technology High School in Napa.

Trustee Du Bois recommended looking at Agenda Online. She suggested looking at foster youth because we do not have any foster home facilities in our county.

Trustee Thomsen said Assembly Member Jerry Hill’s Assembly Bill 799 concerning removal of the reserve cap is stuck in the Assembly Rules Committee, and it has been suggested that members sign on to a letter of support.

Trustee Jack said she attended a San Mateo County School Boards Association lunch, the Robotics meeting, and a Human Trafficking Awareness meeting.

Trustee Weiner suggested a future agenda item on English Learners; the Superintendent suggested inviting the Bilingual Resource Teachers (BRT) from each school.

Student Trustee Hartzell said she is working on Sequoia High School’s International Festival, which will be on April 16 from 2:00 to 6:00 p.m.

Board Adjourned to return to Closed Session at 9:38 p.m.

On a motion by Trustee Weiner, seconded by Trustee Jack, the Board of Trustees adjourned its meeting at 9:38 p.m. and returned to Closed Session.

Respectfully submitted,

Alan Sarver, President

Chris Thomsen, Clerk