

Approved Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, March 9, 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 4:01 p.m., on Wednesday, March 9, 2016, in Birch Conference Room at 480 James Avenue, in Redwood City, California. He announced anyone wishing to address the Board on Closed Session matters may do so at this time.		
Recessed to Closed Session	The Board of Trustees recessed to Closed Session at 4:02 p.m. to consider Student Disciplines/Expulsions; conference with Labor Negotiators, Agency Designated Representative James Lianides, Employee Organization Sequoia Union High School District Teachers' Association (SDTA); Public Employee Discipline/Dismissal/Release (two matters), and 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 (one case).		
Opened Public Session 5:39 p.m.	President Sarver opened the Public Session of the regular meeting at 5:39 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 Georgia Jack Alan Sarver Chris Thomsen Allen Weiner</td><td>Absent: None</td></tr></table>	Present: Abby Hartzell, Student Trustee Carrie Du Bois Georgia Jack Alan Sarver Chris Thomsen Allen Weiner	Absent: None
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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	President Sarver reported that the Board took action in Closed Session and voted unanimously to approve, by a vote of five votes in favor, Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner, and zero votes against, to expel Case No. 2015-2016-14 (name to appear in official minutes)—for the spring 2015-16 semester and established May 9, 2016, as the date that the student may apply for readmission; expel Case No. 2015-2016-15 (name to appear in official minutes)—for the spring 2015-16 semester and established May 9, 2016, as the date that the student may apply for readmission; expel Case No. 2015-2016-16 (name to appear in official minutes)—for the spring 2015-16 semester and fall 2016-17 semester and established December 5, 2016, as the date that the student may apply for readmission, and expel Case No. 2015-2016-17 (name to appear in official minutes)—for the spring 2015-16 semester and the fall 2016-17 semester and established December 5, 2016, as the date that the student may apply for readmission.		
Amended Consent Calendar	Agenda Item 8j, Approval to Extend Contract Term for Infinite Campus Licensing Fees, was removed from the Consent Calendar to be discussed and voted on later in the meeting.		
Approval of Consent Calendar as Amended	On a motion by Trustee Weiner, seconded by Trustee Thomsen, the Board of Trustees approved the Consent Calendar as amended. Voting "yes,"—Student Trustee Hartzell; Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner; voting "no"—none, and absent—none.		
Approval of Minutes of Feb. 17 and March 2, 2016, Board Mtgs.	On a motion on the Consent Calendar, the Board of Trustees approved the minutes for February 17 and March 2, 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.		

Approval Field Trips	On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Black Student Union students from Carlmont, Menlo-Atherton, and Sequoia high schools to travel Fresno on March 11-13, 2016; Menlo-Atherton Band/Orchestra members to Anaheim on March 18-20, 2016; Science students to Palo Alto on March 16 & 17, and 22 & 23, 2016; Girls' Varsity Lacrosse Team to Los Angeles on April 6-9, 2016; and Boys' Varsity Lacrosse Team to Los Angeles on April 6-9, 2016.
Authorization to Declare Texts Obsolete/Non-Accountable	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent to declare the listed items as obsolete and unsuitable for use.
Approval of New Course Proposals	On a motion on the Consent Calendar, the Board of Trustees approved the new course proposals: Sports Leadership, International Baccalaureate (IB) Business and Management Standard Level (SL), and Design Thinking/Entrepreneurship as presented.
Adoped Res. No. 1569, Directing Prep. of 2016-17 Annual Report SUHSD Maint. Assessmt. District	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1569, Directing Preparation of the 2016-17 Engineer's Report for the SUHSD Maintenance Assessment District, and authorized the Superintendent to enter into agreements as outlined and attached to the resolution.
Authorization to Declare Property as 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.
Denial of Claim	On a motion on the Consent Calendar, the Board of Trustees denied the claim received on January 26, 2016, from Stebner and Associates on behalf of Mr. and Mrs. Blum.
Approval of Contract with StarVista	On a motion on the Consent Calendar, the Board of Trustees approved the contract with StarVista to provide counseling services at Menlo-Atherton High School.
Approval to Extend Contract Term for Infinite Campus License Fees	On a motion on the Consent Calendar, the Board of Trustees approved the amendment to extend the term of contract for annual licensing fees with Infinite Campus (IC) in the amount of \$78,945.20.
Approval of Change Order for Geotechnical Services at the Carlmont New Classroom Building, Increment I	On a motion on the Consent Calendar, the Board of Trustees approved the Cornerstone Earth Group change order proposal for geotechnical services for the Carlmont S-Wing Increment I project, and authorized the Superintendent to execute a change order to this vendor in an amount not to exceed \$51,700.
Adopted Res. No. 1570, Approving Schneider Electric (SmartStruxure) as Sole Source Provider of HVAC System	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1570 approving Schneider Electric TAC XENTRA LON Series (SmartStruxure) as the sole source of Heating Ventilation, and Air Conditioning (HVAC) direct digital control system devices for the District.
Approval to Hire IOR for Carlmont HS Construction Projects	On a motion on the Consent Calendar, the Board of Trustees approved the proposal of Michael Henley and Company as Inspector of Record (IOR) in an amount not to exceed \$309,000 for Carlmont High School construction projects.
Approval of Service Fees for Spencer Assoc. A-Wing CR bldg. & Culinary Arts/Rm. 128 reno. at Sequoia High School	On a motion on the Consent Calendar, the Board of Trustees approved increasing the basic service fee for Spencer Associates in the amount of \$174,300 for the Culinary Arts/Room 128 renovations; \$42,864 for Increment I, and \$51,076 for Increment II of the new A-Wing classroom building at Sequoia High School.
Approval of Five-Year Impact Fee Plan	On a motion on the Consent Calendar, the Board of Trustees approved the Five-Year Impact Fee Plan.
Special Recognitions	Superintendent Lianides recognized Bilingual Parent Coordinator Lilly Quinonez, and students Jessica Chavez-Navarro and Ruben Guerrero, they have dedicated themselves to building community spirit on the Menlo-Atherton High School campus.

Superintendent Lianides recognized former SUHSD students completing all requirements for graduation with the exception of passing the CA High School Exit Exam (CAHSEE). This past winter Senate Bill 172 became law, which retroactively no longer requires the passage of CAHSEE for students to receive a high school diploma.

Luisa Magdalena Pantoja (M-A)	Sandra Romero (Sequoia HS)	Jonathan Flores (Woodside)	Maykeline Valverde (W)
Jairo Beltron (Redwood HS)	Amparo Leticia Delgado Gutierrez (W)	Jose Luis Franco Landaverde (W)	Martha Elena Villanueva (W)

Public Comment	None
Correspondence	None
Discuss Formation of Board Task Force to Update Bylaws	<p>Dr. Lianides said it had been suggested at the retreat to form a Board committee to go through the Board Policy Bylaws Series 9000.</p> <p>Trustee Jack noted the Bylaws were antiquated and not always observed; it is time to look at these policies, some of which are 20 years out-of-date.</p> <p>It was agreed that the Bylaws be brought back to the Board incrementally; and the task force would consist of Trustees Jack and Weiner, and Superintendent Lianides (or a designee). Superintendent Lianides will check with legal counsel in regard to the requirement that these meetings are posted.</p>
Discuss an Online Board Agenda	<p>Superintendent Lianides said Board members had expressed interest in exploring the use of an online agenda platform to replace printed copies of Board agendas and accompanying materials. This item is being brought forward to determine if Board members are comfortable with going completely paperless. From the Board's perspective the big change would be looking at a laptop screen rather than a binder filled with paper. The public would follow the meeting via the Board room's viewing screens. Staff recommends implementation during the summer because of training staff and migrating information; in addition, fiscal year materials should be kept together.</p> <p>Trustee Du Bois said she was in favor of moving to an online platform making the agenda materials more transparent and accessible to the public. In response to a question posed by Trustee Du Bois, Dr. Lianides advised that if one or two Board members requested hard copies of the agenda packet, selective printing could occur.</p> <p>Trustee Thomsen said he supports the initiative for public visibility and the environmental component. He probably would not participate in watching a demo; the platform should be user-friendly, and he would like to have the option of making notes within the application.</p> <p>Trustee Weiner said he worked in paper and did research electronically; and he would support the move to an electronic agenda platform. Dr. Lianides advised something could be worked out concerning laser printers.</p> <p>Student Trustee Hartzell noted with everyone bringing laptops to the meeting there is a certain etiquette about distance, whereas with paper copies there is more interaction. She said that not all student trustees will have laptops.</p> <p>President Sarver said he was more comfortable with paper packets; he noted however, we should no longer hold up moving forward with an online process. In terms of selecting a product, Information Technology and staff shall look at functionality. He suggested including a requirement in the job description for student trustee that the student be assigned a Chromebook.</p> <p>Superintendent Lianides said staff is looking at transparency for the public, functionality for staff, as well as search features. There will be a careful analysis of the platforms, and staff will bring forward a recommendation. Board members will be advised of any demonstrations, and the first members to reply are most welcome to participate.</p>

Approval of Menlo-Atherton
WASC/SPSA Site Plan

Menlo-Atherton Principal Simone Rick-Kennel announced the appointment of an additional Vice Principal, Janelle Bugarini, who happens to be a M-A graduate. Principal Rick-Kennel presented a breakdown of enrollment data by partner elementary districts; she also reviewed demographic data and attendance rate information. The goal is to increase the percentage of students successfully graduating from Menlo-Atherton. She noted cohort graduation rates have steadily increased, along with the number of students completing *a-g* college requirements. Principal Kennel reviewed action items which included focusing on ninth grade students' first semester grade point averages and credits earned; extending professional development, and increasing the performance levels of Hispanic students.

President Sarver asked about Advanced Placement (AP) and course enrollment by ethnicity; Instructional Vice Principal Steven Lippi described the AP enrollment by ethnicity, and said there is growth however work still is needed. He advised that Advancement Via Individual Determination (AVID) students take at least one AP class.

Principal Kennel said Goal Two of the Action Plan is for ninth graders to have a welcoming orientation experience with provided support services publicized. Staff will continue to articulate with Ravenswood City Elementary District via the Tri-District initiative. Goal Three is to increase performance levels of the students with disabilities. Simone Rick-Kennel also reviewed suspension and expulsion data, noting there is a committee looking at restorative practices. The plan was prepared for the mid-term review by the Western Association of Colleges and Schools (WASC); the team will visit Menlo-Atherton on March 30, 2016. Ms. Simone Kennel advised the focus is on a positive school climate, and staff is looking at student performance through growth mindset. Students are connected to school through academics and performance.

In response to a question posed by Trustee Du Bois, Principal Rick-Kennel advised partner district staffs are focusing on mindfulness in the fifth, sixth, and seventh grades, and on into high school.

In response to questions posed by Trustee Thomsen, Principal Kennel said staff time is set aside each month to discuss Common Core implementation. The District provides ample opportunities for teachers to work on Common Core assessments. Teacher lesson plans are written around the Common Core Standards; the Principal said she has observed the strategies exemplified in classroom instruction and practices. Steven Lippi advised he sees staff teaching students how to take notes and has observed great interaction of engagement strategies between teachers and students. The professional development is being utilized. Principal Kennel said M-A staff is connected with teen sleep, student well-being and balance, and a committee has been discussing homework.

Trustee Jack asked about the Equal Opportunity School (EOS), and Ms. Rick-Kennel advised the program was offered for one year which included an EOS summer program and an honors class. Trustee Thomsen said the purpose of EOS is to get more students in more Advanced Placement classes, and he thought it was being approached correctly. The Principal also advised that counselors were meeting with students carrying 2.0 grade point averages to discuss support services. Trustee Jack requested information on supplemental programs provided by foundation dollars.

In response to questions posed by Trustee Weiner, Principal Simone Kennel advised that M-A teachers have seen a wealth of engagement strategies, and they are engaged in Common Core. The Principal advised the Life Skills course is part of District curriculum that includes a component on digital literacy; there is consistency in the ninth grade program. There is a focus on both students eligible for *a-g* college requirements as well as preparing students to be career-ready. Long-term English Learners are provided with a basic understanding of English along with vocabulary utilization and are encouraged to accept support.

Student Trustee Hartzell commended the work of *The Mark* magazine staff; and Principal Kennel advised that magazine has been nominated for an award.

President Sarver said articulation with Ravenswood City Elementary District is a major part of the overall Menlo-Atherton initiative; in response to the President's question Principal Rick-Kennel said the quality of instruction in the Ravenswood district's classrooms is good; the question is whether students are prepared for high school. A middle school is needed with single subject instruction. In response to President Sarver's question, Ms. Kennel said the suspension data is based on off-campus suspensions. Restorative practices are being developed, and staff provides day-to-day support.

On a motion by Trustee Weiner, seconded by Trustee Jack, the Board of Trustees approved the Menlo-Atherton High School WASC/SPSA Plan.

Adopted Revised Res. No. 1571,
Support Plan of Four Corners
Group to Improve Alameda de
las Pulgas at Carlmont HS and
Tierra Linda Middle School

Superintendent Lianides advised this resolution was culmination of work by multi agencies over the past year. Trustees Du Bois and Sarver, and Dr. Lianides represented the Sequoia district. Four Corners Working Group studied possible improvements along Alameda de las Pulgas in the vicinity of Carlmont High School and Tierra Linda Middle School. The Superintendent noted that the Traffic Study, Access Alternative 3, recommends installment of three roundabouts along the Alameda and also moving the southern entrance of Carlmont High School toward Belmont. The roundabouts will improve safety and traffic flow. The cities of Belmont and San Carlos will work to obtain grants; and the process is projected to take two years.

In response to a question posed by Trustee Thomsen, President Sarver advised that the safety of cyclists was discussed in regard to the roundabout installation. He noted the San Carlos Elementary District staff is concerned about funding support for the proposed modifications to its Tierra Linda campus. We want to continue to support ongoing work of the Four Corners Group to ensure funding requirements of San Carlos School District are met and the district is recognized for the property it will be giving up. The Four Corners Group will continue to work on reducing traffic.

On a motion by Trustee Jack, seconded by Trustee Weiner, the Board of Trustees adopted revised Resolution No. 1571, supporting the final plan of Four Corners Group for improvements along Alameda de las Pulgas in the vicinity of Carlmont High School and Tierra Linda Middle School.

Approval of Second Interim
Financial Report

Assistant Superintendent, Administrative Services, Enrique Navas, reported on updated projections of revenue and expenditures based upon actual figures through January 31, 2016. Also provided were updated multiyear projections based on the Governor's Budget Proposal for 2016-17 and relevant available information on the State budget. Mr. Navas reported a projected increase of 7.66 percent in Local Property Tax, plus the funding for charter schools; he reminded the Board of the ongoing "Fair Share" state funding reduction of minus \$5.8 million. The Budget Assumptions and Multi-year Projections were reviewed. Assistant Superintendent Navas stated that the report clearly indicates the Board will be able to make a positive certification that the District will meet its financial obligations for the remainder of the fiscal year with reserves far in excess of the minimal required amount set by the State.

Questions were posed by Trustees Thomsen and Jack concerning the financial report; the questions were answered by Assistant Superintendent Navas.

On a motion by Trustee Thomsen, seconded by Trustee Weiner, the Board of Trustees approved the Second Interim Financial Report, the positive certification and supporting reports, and authorized the Superintendent to file the positive certification with the County Superintendent of Schools.

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

Superintendent Lianides announced that the Sequoia Awards will be held tomorrow evening; with many students in our district being recognized and receiving scholarships.

Assistant Superintendent, Educational Services, Bonnie Hansen reported that the District has been awarded the Career Technical Education Incentive Grant (CTEIG); the \$1.1 million grant will be implemented in 2016-17.

President Sarver said he, Matthew Zito, Chief Facilities Officer, and Gregory Stein, CTE Curricular Lead, will be meeting tomorrow with the San Mateo County Office of Education Career Technical Education advisory committee. He and the Superintendent met with SamTrans staff to discuss its Youth Mobility Project.

Trustee Du Bois reported touring the foster youth Level 14 facility, Canyon Oaks. She noted that SUHSD has the greatest number of foster youth in the county. The March meeting of San Mateo County School Boards Association will be on human trafficking.

Trustee Jack reported completing her school site visits. She met with the Redwood City Council members in a *2-plus-2* and discussed shared operational facilities.

Student Trustee Hartzell said the Student Advisory Council met and discussed methods of developing a passion for learning and student engagement. The Sequoia High School International Baccalaureate Art Exhibition will be held March 17-31, 2016.

Adjourned meeting to reconvene in Closed Session at 8:34 p.m.

On a motion by President Sarver, the Board of Trustees adjourned its meeting, in honor of San Mateo County Community College District Board Member Thomas Mohr, at 8:34 p.m. and will reconvene in Closed Session.

Closed Session adjourned at 9:00 p.m.

Closed Session adjourned at 9:00 p.m., no action was taken.

Respectfully submitted,

Alan Sarver, President

Chris Thomsen, Clerk