

SEQUOIA UNION HIGH SCHOOL DISTRICT  
REVISED BACKGROUND INFORMATION FOR  
AGENDA ITEMS FOR 5/11/16, BOARD MEETING

1. CALL TO ORDER

Anyone wishing to address the Board on closed session matters may do so at this time.

2. CLOSED SESSION

a. CONSIDERATION OF STUDENT DISCIPLINE/EXPULSION

b. CONFERENCE WITH LABOR NEGOTIATORS, Agency Designated Representative: James Lianides;  
Employee Organizations: Sequoia Union High School District Teachers' Association (SDTA), and  
American Federation of State, County and Municipal Employees (AFSCME)

c. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

3. ROLL CALL

4. WELCOME AND EXPLANATION TO AUDIENCE

5. PLEDGE OF ALLEGIANCE

6. APPROVAL OF AGENDA

7. REPORT OUT ON CLOSED SESSION

8. APPROVAL OF CONSENT CALENDAR

Board action to approve the following items is taken simultaneously with one motion which is not debatable and requires an unanimous roll call vote for passage. The action indicated on each item is deemed to have been considered in full and action taken as worded therein. If a member of this Board, the Superintendent, or the Public so requests, any item shall be removed from this section and placed on the regular order of business.

MOTION: *wave reading of the Consent Calendar, accept the reports, adopt the resolutions, and approve other items.*

a. APPROVAL OF MINUTES FOR APRIL 20 AND 27, 2016, BOARD MEETINGS (consent)

SITUATION

Enclosed with the background materials are the minutes for the April 20 (amended) and 27, 2016, Board meetings.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the minutes for the April 20 (as amended) and 27, 2016, Board meetings.

b. APPROVAL OF PERSONNEL RECOMMENDATIONS (consent)

SITUATION

Enclosed with the background materials are the Personnel Recommendations for certificated and classified employees.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the Personnel Recommendations as indicated.

c. APPROVAL OF REVISED JOB DESCRIPTION FOR GROUNDS MAINTENANCE LEAD POSITION  
(consent)

SITUATION

In 2015 – 2016, the District and American Federation of State, County, and Municipal Employees (AFSCME) formed a joint committee that provided the opportunity for employees to request reclassification based on mutually agreed upon criteria. This year, a request was put forward to reclassify the Grounds Worker Lead position. The Grounds Worker Lead position is at Salary Level 14 and the other lead positions in Maintenance and Operations are at Salary Level 18.5. A review of the job description for the Grounds Worker Lead position found that the job description was equivalent to other lead positions in the Maintenance and Operations Department including the lead positions for plumbers, electricians, and carpenters. The Grounds Worker Lead position is currently at a lower salary level than other lead positions even though the position provides leadership to a larger number of employees and has equivalent qualifications and responsibilities. Rather than reclassify the position, the District has elected to revise the job description for Grounds Maintenance Lead so that it is aligned with the other lead positions in the department and provides equivalent compensation. This recommendation was approved by the Director of Maintenance and Operations and the Assistant Superintendent for Administrative Services.

FISCAL IMPACT

The revised job description moves the lead maintenance grounds position from a Level 14.0 to a Level 18.5. The salary range at Level 14 is \$56,062 - \$67,996 and the salary range at Level 18.5 is \$69,615 - \$84,474.

RECOMMENDATION

That the Board of Trustees approves the request to revise the job description and salary placement for the Grounds Maintenance Lead position to be effective July 1, 2016.

- d. AUTHORIZATION TO DECLARE PROPERTY SURPLUS (consent)

SITUATION

Enclosed with the background materials is a list of district surplus equipment, which has been declared either obsolete or beyond repair. Staff recommends that the Board declares these items as surplus/obsolete property per Education Code Sections 17545 - 17555.

FISCAL IMPACT

No impact on the General Fund

RECOMMENDATION

That the Board of Trustees declares the listed items as surplus property, obsolete and unsuitable for use, and authorizes the Superintendent to dispose of these surplus items in accordance with Education Code provisions.

- e. APPROVAL OF CONTRACT AMENDMENT FOR NATIONAL AQUATIC SERVICES (consent)

SITUATION

The Board approved entering into an agreement with National Aquatic Services in the amount of \$126,426.00 for a Proposition 39 – California Clean Energy Jobs Act approved project. The project consisted in the replacement of all swimming pool pumps at the comprehensive high schools.

In order to complete the second phase of the pool project the contract with National Aquatic Services needs to be amended for an additional \$40,513.84 for labor and material services to remove and dispose of old pool backwash controllers and replace with new CS400 backwash controllers, filters, install voltage transformers, electrical, clean flow meters, test equipment and provide training to staff members. The amendment and contract are included with the background materials.

FISCAL IMPACT

The amended amount of \$40,513.84 will be funded out of Deferred Maintenance funds.

RECOMMENDATION

That the Board of Directors approves the amendment to the original contract with National Aquatic Services for \$40,513.84.

- f. APPROVAL OF WARRANTS (consent)

SITUATION

The Warrants for April 2016 are enclosed with the background materials.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the Warrants for April 2016, totaling \$7,451,568.38

- g. SAN MATEO COUNTY QUARTERLY INVESTMENT REPORT (info/consent)

SITUATION

The San Mateo County Tax Collector-Treasurer has provided compliant monthly investment reports for the quarter ending on March 31, 2016.

The report showed cumulative gross earnings of 0.991 percent for the quarter ending on March 31, 2016. According to the County Treasurer's Office the above market earnings rate for the month of March was due to the Investment Pool realizing some long-term gains. The maturity of the portfolio was 1.25 years with an average duration of 1.21 years.

A copy of the full report is available at the Treasurer's Office website at <http://www.sanmateocountytreasurer.org/investmentReports.html>

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees accepts the San Mateo County Quarterly Investment Pool Report.

- h. ACCEPTANCE OF GIFTS (consent)

SITUATION

Included with the background materials are lists of the gifts received since the last report to the Board.

FISCAL IMPACT

No fiscal impact to the General Fund

RECOMMENDATION

That the Board of Trustees accepts the gifts and requests that the school site sends a letter of appreciation to the donor where appropriate.

- i. ADOPTION OF RESOLUTION NO 1571, EXEMPTING DISTRICT FROM CITY ZONING ORDINANCES AT 150 JEFFERSON DRIVE, MENLO PARK (by roll call vote)

SITUATION

School districts have the authority to render local zoning ordinances inapplicable to a proposed use of property by the school district, provided that the proposed use does not involve non-classroom facilities, such as warehouses, administrative buildings and automotive storage and repair buildings. Specifically, pursuant to Section 53094 of the Government Code, a school board may, by a two thirds vote of its members, render a city or county zoning ordinance inapplicable to the school district's proposed use of the property.

The District intends to construct new classroom buildings at 150 Jefferson Drive, Menlo Park, for the purpose of creating a new small high school. Given the current zoning of the property, staff recommends that the Board adopts Resolution No.1571, which would render such construction exempt from local zoning ordinances. Staff believes that the exemption is in the best interests of the District and the public as it will address questions about the District's ability to locate classroom facilities on the property. As noted, the exemption would apply to classroom facilities only and, therefore, facilities such as District warehouses, administrative buildings, and repair buildings would not be exempt.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees adopts Resolution No.1571, exempting Sequoia Union High School District from application to the City of Menlo Park zoning ordinances pursuant to Government Code Section 53094 for construction of school facilities and improvements at 150 Jefferson Drive, Menlo Park, California.

- j. ADOPTION OF RESOLUTION NO. 1572, LEVYING ANNUAL ASSESSMENT, APPROVING ENGINEER'S REPORT FOR SUHSD MAINTENANCE ASSESSMENT DISTRICT FOR 2016-17 (by roll call vote)

SITUATION

On March 9, 2016, the Board of Trustees adopted Resolution No. 1569, initiating proceedings for the continuation of the Sequoia Union High School District Maintenance District, and assigning SCI Consulting Group (SCI) as the engineer of work, in accordance with Article XIID of the California Constitution and Section 22565, et seq., of the California Streets and Highways Code.

SCI has prepared the Engineer's Report evaluating all parcels within the Sequoia Union High School District boundaries to determine the amount to be charged to each parcel based on the District's preliminary budget for 2016-17.

The amount assessed per single family equivalent (SFE) will not change from the 2015-16 rate. The total amount generated by the Maintenance Assessment District will be approximately \$936,153 for the 2016-17 budget year. Staff recommends the adoption of Resolution No. 1572, which includes the following:

- Preliminary acceptance of the Engineer's Report including:
  - (1) Estimate of assessment
  - (2) Estimate of costs for the 2016-17 Maintenance Assessment District
  - (3) Method of assessment
  - (4) Assessment roll
- Designation that the public hearing will be held on June 15, 2016, at the Board meeting starting at 5:30 p.m., at the Sequoia Union High School District Office.

- Order to provide notice of the public hearing by publishing a copy of this resolution once at least ten days prior to the hearing date as specified above.

At the June 15, 2016 meeting, the Board will hold a public hearing and then take action on continuing the Maintenance Assessment District for 2016-17. Upon adoption, the County Controller's Office will be provided the necessary parcel and assessment data for the assessment to appear on the property owners' 2016-17 regular tax bills. Enclosed with the background materials are Resolution No. 1572 and the Engineer's Report.

#### FISCAL IMPACT

Approximately \$936,153 in revenue will be received from the Maintenance Assessment District. This will partially offset General Fund expenditures used in the upkeep of the District's outdoor facilities. However, the County administrative charge will reduce our available funds by approximately \$46,808.

#### RECOMMENDATION

That the Board of Trustees adopts Resolution No. 1572, of Intention to Levy Assessments for Fiscal Year 2016-17, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Sequoia Union High School District Maintenance Assessment District.

- k. ADOPTION OF RESOLUTION NO. 1573, ISSUANCE OF TAX AND REVENUE ANTICIPATION NOTES (TRAN) FOR 2016-17 (roll call vote)

#### SITUATION

The Sequoia Union High School District receives most of its revenue through local property taxes. Most of this revenue is received by the District in two installments (December and April). Given that District expenses accrue regularly throughout the year, the District is in need of short term financing to meet cash flow needs. The District utilizes Oakwood Public Finance, Inc., financial advisors, to process the District's Tax and Revenue Anticipation Notes.

Through the cost effective pooled structure of the Cash Reserve Program, the District will be able to issue a Tax and Revenue Anticipation Note. An overview of this cash management concept and the program is provided below:

***Tax and Revenue Anticipation Notes (TRAN):*** TRAN are short-term debt instruments issued by school districts throughout the State to create an additional reserve to the General Fund. In SUHSD this reserve will act as a cushion to the General Fund in the event of temporary cash flow needs. Cash flow needs may occur as a result of the timing mismatch between the receipt of revenues (generally received in an uneven fashion) and the expenditure of General Fund monies (generally paid out in a more level fashion).

***TRAN Economics:*** Through participation in the program, the District will issue a one-year tax-exempt note. The proceeds from the sale of this note, while not needed for cash flow, are invested in a non-taxable **or taxable** investment. This results in a positive spread between the borrowing rate and the investment return on the TRAN proceeds. Many districts that issue TRAN provide funding for their temporary cash flow needs, if any, and earn a profit on the financing even after the costs of issuance are deducted.

***Cash Reserve Program Process:*** The Cash Reserve Program involves the following key steps in order to participate:

- (1) ***Pricing:*** The pricing of the issue will occur in early June. At that time the interest rate on the notes will be locked in.
- (2) ***Closing:*** Closing of the issue will occur in early July. The District will have access to the proceeds of the TRAN available to meet its temporary cash flow requirements, as needed, throughout the fiscal year.

The two-step process that must now be taken to proceed with the issuance is as follows:

- (1) The Board of Trustees adopts Resolution No. 1573, a resolution authorizing issuance of a note, delegating to the Superintendent authority to enter into the final note sale depending upon the terms of the transaction. The resolution is enclosed with the background materials.
- (2) Final terms of the transaction are presented to the Superintendent, and final commitment is given to participate.

FISCAL IMPACT

The issuance of a TRAN saves the District interest expense as it borrows funds to cover expenses until tax receipts are received. In a worst case scenario, the TRAN will have a net zero impact. At best, a small amount of additional interest will be added to the General Fund.

RECOMMENDATION

That the Board of Trustees adopts Resolution No. 1573, authorizing the borrowing of funds for Fiscal Year 2016-17, and the issuance and sale of a 2016-17 Tax and Revenue Anticipation Note.

1. AUTHORIZATION TO CONTRACT WITH DERIVI CASTELLANOS ARCHITECTS FOR ENERGY CONSULTANT SERVICES (consent)

SITUATION

Summit Prep Charter High School received to date \$156,538 from Proposition 39 – California Clean Energy Jobs Act for years 2013-14, 2014-15, and 2015-16, of which \$52,320 could be used to develop a five-year expenditure plan. The District retained the services of Derivi Castellanos Architects (DCA) to perform an energy audit and to develop the five-year expenditure plan for the four comprehensive high schools. Staff is recommending that we contract with DCA to perform the energy audit, identify eligible energy projects and prepare the five-year expenditure plan for submission to the State of California. Under this contract DCA will provide the following services to Summit Preparatory Charter High: field surveying, preliminary engineering to define scope of potential projects, energy savings calculations, submitting a district plan, and answering questions from the California Energy Commission regarding the plan.

Enclosed with the background materials, is a copy of the Proposal for Proposition 39 Energy Consultant Services from Derivi Castellanos Architects.

FISCAL IMPACT

\$20,000 from Proposition 39 funds.

RECOMMENDATION

That the Board of Trustees approves the contract with Derivi Castellanos Architects for Proposition 39 Energy Consultant Services.

- m. APPROVAL OF AMENDMENT TO CONTRACT WITH G & K SERVICES (consent)

SITUATION

The original contract between the District and G & K Services, which provide uniform laundry services for Maintenance, Grounds and Transportation departments in the amount of \$34,000.00 needs to be amended for an additional \$8,400.00 for the current fiscal year 2015-16 due to unforeseen costs. The amendment and contract are included with the background materials.

FISCAL IMPACT

\$42,400.00 from the General Fund

RECOMMENDATION

That the Board of Directors approves the amendment to the original contract with G & K Services from \$34,000.00 to \$42,400.00

n. APPROVAL OF FIELD TRIPS (consent)

SITUATION

**Carlmont High School**

7 Golf team members will travel to Carmel on May 10-11, and 17, 2016, to compete in the Central Coast Section (CCS) Golf Championship at Rancho Canada Golf Course. Because of the timing of the trip, the request was previously approved by our Superintendent, and now presented to the Board for ratification.

20 Track team members will travel to Clovis on June 3-5, 2016, to compete in the Track and Field Finals.

~~**Woodside High School**~~

~~12 Special Education Successful Transition Achieved with Responsive Support (STARS) students will travel to Felton on May 13, 2016, to experience the Mount Hermon Ropes Course. Students will practice social skills and build a sense of community and belonging.~~

FISCAL IMPACT

No fiscal impact of General Fund. No student will be denied the opportunity to participate in these field trips due to finances.

RECOMMENDATION

That the Board of Trustees approves the field trip requests for Carlmont High School's Track team to Clovis on June 3-5, 2016; the ratification of the Golf team's trip to Carmel on May 10-11, and 17, 2016; ~~and Woodside High School's Special Education STARS students to Felton on May 13, 2016.~~

o. APPROVAL OF CYBER HIGH LICENSE RENEWAL AGREEMENT FOR 2016-17 (consent)

SITUATION

Cyber High is an online credit recovery program that the District has made available to students for the past five years. First used for migrant students, the product's visuals and clear instruction caused the District to expand student use to non-migrant students. Cyber High is a University of California A-G college requirement approved program. This license renewal will allow Cyber High to be available for all of the District's students for school year 2016-17.

The contract is included with the background materials.

FISCAL IMPACT

\$57,482.10 – District funds

RECOMMENDATION

That the Board of Trustees approves the Cyber High licenses and renewal of services agreement for 2016-17.

p. APPROVAL OF COMMON CORE TEXTBOOKS (consent)

SITUATION

The District conducted a thorough investigation of Algebra 2 textbooks during the 2015-2016 school year. Algebra 2 teachers from each site participated on a search committee and heard from publishers, discussed criteria for a new textbook, conducted a mini-pilot of one unit, and used rubrics to rate the materials. The

committee voted at the end of March and recommended two textbooks: *Big Ideas Algebra 2: A Common Core Curriculum* by Houghton Mifflin Harcourt (HMH) and *Core Connections Algebra 2 College Preparatory Mathematics (CPM)*. The recommendation is for each site to choose one text to use with all students at all levels.

The District also convened an Algebra 1 text adoption team which began meeting in January. The team reviewed possible Common Core curriculum for Algebra 1 and proposed to conduct a rigorous exploration of *Big Ideas Algebra 1 Common Core* that will take place next semester. During those meetings the team recommended that Sequoia High School adopts *CPM Core Connections Algebra 1* early in order to meet the needs of their students for the program progression with Geometry and Algebra 2 CPM courses already in place. The other sites will choose one text to use with all students in Algebra 1.

#### FISCAL IMPACT

- Algebra 2 (HMH and CPM)  
2,200 for 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students  
Total Estimate: \$280,000
- Algebra 1 (CPM)  
700 for 9<sup>th</sup> and 10<sup>th</sup> grade students  
Total Estimate: \$55,000

#### RECOMMENDATION

That the Board of Trustees approves the recommended Common Core textbooks.

- q. APPROVAL OF NEW COURSE PROPOSAL: RACE, IMIGRATION, AND ETHNICITY IN THE UNITED STATES (consent)

#### SITUATION

This course would help students develop critical thinking skills centered on reading, writing, and speaking as they relate to the social sciences. Students will develop skills and content in history, politics, sociology, ethnic studies, current events, geography, and anthropology; they will see how the study of each of these disciplines can impact the understanding of the country and its peoples. This course could help the student body understand the diversity of the school population as well as the diversity of the nation. This would benefit the school community as more students would understand differences between peoples and the complex histories of each group that still impact today.

#### FISCAL IMPACT

Course materials will be primary and secondary source from a variety of publications, including internet research and current news articles and broadcasts. There will not be a textbook.

#### RECOMMENDATION

That the Board of Trustees approves the new course proposal: Race, Immigration, and Ethnicity in the United States, as presented.

- r. REPORT ON CONSTRUCTION, PROFESSIONAL SERVICES CONTRACTS, AND AMENDMENTS UNDER \$35,000 (info/consent)

#### SITUATION

Per Board Policy 3512, Contracts, the Board of Trustees authorizes the Superintendent, or his/her designee, to approve all contracts up to \$35,000.00. The Superintendent is required to submit a comprehensive list of all contracts approved under his authorization to the Board of Trustees for ratification.

#### FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees ratifies construction related District contracts under \$35,000 for the third quarter of fiscal year 2015/2016.

- s. APPROVAL TO HIRE TESTING AND GEOTECHNICAL SERVICES FOR CONSTRUCTION PROJECTS (consent)

SITUATION

The Board of Trustees approved the bid for BHM Construction to build the new S-Wing classroom at Carlmont High School. It is now necessary to hire a material testing laboratory which is required by the Division of the State Architect.

Staff recommends hiring Testing Engineers in the amount of \$123,528 to provide on and off-site testing during the construction of the new classroom building at Carlmont High School.

The Board of Trustees also approved the bid for BHM Construction to build the new J-Wing classroom at Woodside High School. It is now necessary to hire a material testing laboratory and geotechnical observation services, which are required by the Division of the State Architect.

Staff recommends hiring Consolidated Engineering Laboratories for testing in the amount not to exceed \$47,697.30 and hiring Cornerstone Earth Group for geotechnical observation in the amount not to exceed \$74,500 for Woodside High School

FISCAL IMPACT

No impact to the General Fund; all costs to be paid by Measure "A" bond funds.

RECOMMENDATION

That the Board of Trustees approves hiring Testing Engineers in the amount of \$123,528 for the Carlmont High School new S-Wing classroom building; and Consolidated Engineering Laboratories in the amount not to exceed \$47,697.30, and Cornerstone Earth Group in the amount not to exceed \$74,500 for the Woodside High School new J-Wing.

- t. APPROVAL OF CHANGE ORDER AND CONSTRUCTION CONTINGENCY (consent)

SITUATION

**Change Order**

On April 20, 2016, the Board approved a contract with Guerra Construction for the Carlmont B-9 portable replacement project. The bid alternate for an Americans with Disability Act (ADA) path-of-travel work (Alternate A) was higher than anticipated, so District staff value-engineered it over the last two weeks.

As background, the Carlmont High School Senior parking lot drop-off, where the B-9 portable is to be placed, has been identified by the Division of the State Architect as needing improvement. Alternate A, which provided the needed ADA improvements, came in at \$140,000. The Construction Department, architect and contractor have value engineered these improvements down to \$91,000 by eliminating design elements that are not essential to ADA compliance.

**Construction Contingency**

Also on April 20, 2016, the Board approved the contract with Strawn Construction for expansion of the Menlo-Atherton Guidance Department. To keep the project eligible for state- matching funding, the contingency needs

to be placed outside of the main construction contract. The department has set \$65,000 for unanticipated conditions.

FISCAL IMPACT

No impact to the General Fund; all costs for this change order and contingency will be paid for by Measure A funds.

RECOMMENDATION

That the Board of Trustees approves a change order with Guerra Construction Group in an amount not-to-exceed \$91,000 to construct an ADA pathway at Carlmont High School, and that the Board approves a District-controlled contingency for the Menlo-Atherton High School Guidance expansion in the amount of \$65,000.

- u. APPROVAL OF CONSTRUCTION BIDS FOR REPLACEMENT OF ROOFING (consent)

SITUATION

On April 15, 2016, bids were accepted for the roof replacement projects at Menlo-Atherton and Woodside high schools. The following responsive bids were received:

Menlo-Atherton High School

<b>Contractor Name:</b>	<b>Base Bid Amount</b>
Western Roofing Services	\$607,000
Pioneer Roofing	\$620,000
Andy's Roofing Company Inc.	\$629,400
Stronger Building Services	\$750,000

Woodside High School

<b>Contractor Name:</b>	<b>Base Bid Amount</b>
Western Roofing Services	\$421,000
Andy's Roofing Company	\$439,000
Stronger Building Services	\$610,000

FISCAL IMPACT

No impact to the General Fund; all costs to be paid by Capital Repair and Deferred Maintenance funds.

RECOMMENDATION

That the Board of Trustees approves the Menlo-Atherton High School Western Roofing Services bid in an amount not to exceed \$637,000 (base bid plus a \$30,000 district controlled contingency) and Woodside High School roof replacement bid with Western Roofing Service in the amount not to exceed \$451,000 (base bid plus a \$30,000 district controlled contingency).

- v. APPROVAL OF JOB DESCRIPTION FOR DIRECTOR OF PURCHASING/SUPPORT SERVICES (consent)

### SITUATION

With the pending retirement of the Director of Purchasing, District staff has taken the opportunity to evaluate the scope and responsibilities of the position based on the current needs and interests of the District. Based on that analysis, District staff is proposing that the position and job description be restructured with the title of Director of Purchasing and Support Services. The major changes include the provision of administrative support for Food Services, oversight of the District Reprographics Department, and clarification of the responsibilities in the areas of contract management and purchasing. The new job description format includes specific duties and responsibilities in three areas: Purchasing Functions; Contract Management; and Food Services support.

### FISCAL IMPACT

The position of Director of Purchasing and Support Services will be on Management Salary Schedule VI which is the same salary schedule as the former Director of Purchasing so there is no additional fiscal impact to the District.

### RECOMMENDATION

That the Board of Trustees approves the job description and salary placement for the Director of Purchasing and Support Services.

- w. APPROVAL OF CONTRACT RENEWAL WITH COMMERCIAL ENERGY TO PROCURE NATURAL GAS (consent)

### SITUATION

On September 30, 2015, the Board of Trustees authorized staff to enter into an agreement with Commercial Energy for pilot program to procure natural gas. The pilot program switched the purchase of natural gas commodity from PG&E to Commercial Energy, an authorized natural gas supplier in PG&E's system. PG&E was still responsible for the safe and reliable delivery of gas to the District, as well as, still provide consolidated billing. So far, the transition to Commercial Energy has been seamless. Commercial Energy offers a variety of options that PG&E does not offer and we decided to implement their Collared Option – fiscal impact is discussed below.

### FISCAL IMPACT

There were no costs to switch, no additional fees, and no mechanical changes necessary to implement this program. Staff recommended switching to Commercial Energy because they offer customized pricing options not available directly from PG&E that help the District mitigate its financial risk and execute its budgets more accurately. Specifically, staff recommended the Collared Option because it established a price ceiling so we are assured our rate cannot exceed a certain predetermined limit but we also take advantage of any gas market price drops. Prior to enrolling with Commercial Energy, during the 2014-15 winter (November to March when the district's gas usage is highest) our gas price averaged \$0.47 per therm.

This year on Commercial Energy's plan our rate was capped at \$0.472 per therm for the 2015-16 winter so staff was assured that the rate would not exceed last winter's price; however, since the markets dropped the District was still able to take advantage of the rate decrease so our gas price averaged \$0.359 per therm this past winter which was a 24% reduction in gas procurement, a cost savings of \$26,385.

As part of its additional services, Commercial Energy also performs Utility Bill Auditing where it audits all of our gas and electric accounts to confirm they are billed at the correct rate codes. The firm identified three electric meters that were being billed under the incorrect rate category. It processed the rate change on the district's behalf and the projected annual savings is over \$8,200.

In total, the district will realize a savings of over \$34,000 by bringing Commercial Energy on as a partner.

### RECOMMENDATION

That the Board of Trustees approves renewal of the contract with Commercial Energy for the 2016-17 fiscal year.

9. SPECIAL RECOGNITIONS

- a. Superintendent's Commendations

10. PUBLIC COMMENT

- a. This period is for speakers whose items are not on the agenda. Speakers are customarily limited to two minutes. Speaker slips are available at the agenda table.
- b. Correspondence

11. INFORMATION ITEMS

- a. UPDATE ON MEASURE "A" BY CITIZENS' BOND OVERSIGHT COMMITTEE

SITUATION

On June 3, 2014, voters approved the Sequoia Union High School District's Measure "A" Bond. On September 17, 2014, the Board adopted Resolution 1528, establishing the Measure "A" Citizens' Oversight Committee.

Under law, the Citizens' Oversight Committee must present to the board of trustees, in public session, an annual written report summarizing the Committee's proceedings and activities for the preceding year and containing a statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b) (3) of the California Constitution which, in pertinent part, are the following:

- The proceeds from the sale of the District's Measure "A" Bonds have been used only for permitted purposes and not for teacher or administrator salaries or other school operating expenses
- The proceeds from the sale of the District's Measure "A" Bonds have been spent only on school facility projects listed in Measure "A."
- The District has conducted an annual, independent performance audit to ensure that Measure "A" Bond funds have been expended only on projects listed in Measure "A."
- The District has conducted an annual, independent financial audit of the proceeds from the sale of Measure "A" Bonds.

John Violet, Chairman of the Citizens' Bond Oversight Committee (BOC), will update the Board on the BOC's activities for the 2015 calendar year.

- b. UPDATE ON "LIVE IN PEACE" AND SWAG PROGRAM

SITUATION

The "Live in Peace" program has been housed at the district facility on Green Street in East Palo Alto for the last two years. The program works with many of the district's most at-risk students residing in the East Palo Alto-Belle Haven communities.

Last spring a group of East Palo Alto based non-profits, the Sequoia Union High School District, Ravenswood City Elementary District, and the County of San Mateo collaborated on a multi-agency grant to bring coordinated wrap-around services to at-risk high school aged youth residing in the East Palo Alto-Belle Haven communities. This highly competitive \$800,000 state grant was awarded to the multi-agency group. The multi-agency intervention program, Students Who Achieve Greatness (SWAG), is now administered through the County of San Mateo and is housed at the Green Street site. This year SWAG has focused on serving fifth-year seniors and Menlo-Atherton tenth graders that had previously participated in the ninth grade Aspirations Advocates program.

The Director of "Live in Peace" and SWAG, Heather Starnes, will provide the Board an update on the programs and services provided to district students this year and will provide an overview of services to be provided in 2016-17.

12. PUBLIC HEARING
  - a. NONE
13. DISCUSSION ITEMS
  - a. DISCUSSION OF PLANNING FOR 2016-17 BUDGET

#### SITUATION

The District's budget development for fiscal year 2016-2017 is well underway. Staff takes into account, on the revenue side, the Governor's proposal for the State budget for K-12 education, projected enrollment, and property tax revenue projections. On the expenditure side, the budget development must first include any statutory and contractual obligations, such as step increases, projected increases in health insurance, the Affordable Care Act, mandatory contributions for the State Teachers' Retirement (STRS) and Public Employee Retirement (CalPERS) systems, increase in the property tax in lieu transfer to charter schools for their Local Control Funding Formula base grant, and additional staff position due to enrollment growth or program need.

Staff also makes the necessary adjustments to back out any one-time funding and expenditures that were included in the current and subsequent fiscal years.

### **MULTI-YEAR PROJECTION ASSUMPTIONS**

#### **Local Property Tax**

The latest information available indicated that assessed valuations in the district continue to be strong. Staff has accordingly updated the multi-year projection assumes a 6.5% increase of property tax revenue in FY 16-17, a 5.5% in FY 17-18 and a 5.0% in FY 18-19. These projections are subject to adjustments for all increases, decreases and refunds processed throughout the year.

Property tax from passthrough agreements with the former Redevelopment agencies and the residual property tax from their Successor Agencies are projected to generate \$4.3 million per year. Per statute the individual Successor Agencies are to be consolidated to one county-wide agency in 2016. It is anticipated it would take at many years until the Successor Agencies pay out their long-term debt and are fully dissolved. It would be at least 20 years until Sequoia UHSD will receive its full share of property tax from the former RDAs.

#### **Charter Schools**

The multi-year projection includes in FY 16-17 a \$0.8 million increase in the property tax in lieu transfer to the charter schools. This increase reflects changes in enrollment and the projected increase in funding under the LCFF. It is projected that the adjusted base grant for grades 9-12 for FY 16-17 \$8,842. In addition to the adjusted base grant amount, and depending on the student population being served, charter schools would also receive supplemental and concentration grants from the State.

It is anticipated that the Design-Tech Charter High School will be operating at the Oracle campus starting in the 2017-18 school year. This is a San Mateo Union High School District chartered school. This fall 45 Sequoia UHSD students will be enrolled. For planning purposes staff projects similar number of students choosing Design Tech in future years. The enrollment for Everest, Summit and the East Palo Alto Academy are projected to remain at current levels.

#### **State Fair Share Reduction and Categorical Programs**

Through the, minimum state aid language of the LCFF, each basic aid district will be guaranteed to receive state aid equal to its 2012-13 categorical funding, after fair share reductions calculated at 8.92%. For Sequoia Union High School District the permanent funding revenue loss of the fair share represents \$5.8 million and the “hold harmless” amount expected to be received for categorical funding is \$3.4 million.

**Proposition 30 - Education Protection Act**

This voter approved constitutional amendment added three new personal income tax rates for very-high-income Californians and raised the state sales tax rate by one-quarter cent for four years, through the end of 2016. It is likely that there will be a Proposition in the November ballot to extend the sale tax. The personal income tax increase will expire at the end of the 2018 tax year. SUHSD projection includes \$200 per ADA of revenue, approximately \$1.6 million, from this source through 2018-19. If these taxes are not extended beyond the current authorization, there will be a corresponding revenue reduction.

**State Lottery**

Revenue from this source is projected to remain at current levels for the duration of the multi-year projection, \$140 and \$41 per ADA of unrestricted and restricted revenue respectively.

**One Time Discretionary Funding**

In the current fiscal year SUHSD received \$4.2 million of one-time discretionary funding, \$529 per ADA. The January Governor’s State Budget Proposal for FY 2016-17, includes \$214 per ADA of discretionary funds for K-12. SUHSD’s multi-year projection includes \$1.7 million from this source

- *State Budget May Revision* – The past few months’ state revenue collection was less than anticipated in the state budget. The Governor’s has signaled that the state economy is slowing down. As a result he plans to continue to make major additions to the State’s Rainy Day Fund. In his budget message the Governor alerted state-funded agencies to prepare for the next downturn, but left school districts without relief on the reserve policy. The May Revision is expected to reflect the latest economic forecast for the State and the resulting impact on the K-12 education budget. Significant for SUHSD is the potential reduction or elimination of the one-time discretionary funding for 2016-17, and the gap funding for charter schools. An update on the May Revision will be presented to the Board of Trustees at the May 25, meeting.

**Employee Compensation**

The multi-year projection includes adjustments for step and column increases for certificated and classified staff. In addition, the projection includes a projected 5.0% increase in health and welfare. Negotiations for fiscal year 2016-17 are currently underway. Any salary increases, or any other financial items that might result from this collective bargaining process, will have a corresponding impact on the district’s mutli-year projection.

Employer costs for retirement benefits for both the California State Teachers’ Retirement System (CalSTRS) and California Public Employees’ Retirement System (CalPERS) are projected to nearly double over the next several years. The multi-year projection includes the Sequoia UHSD contribution to the two retirement systems as follows:

Fiscal Year	CalSTRS	CalPERS
2015-16	10.73%	11.847%
2016-17	12.58%	13.888%
2017-18	14.43%	15.5%
2018-19	16.28%	17.1%
2019-20	18.13%	19.9%
2020-21	19.10%	20.4%

**Affordable Care Act/Expanded Benefits Eligibility**

The multi-year projection includes a budget allocation of \$0.5 million in FY 2016-17 to comply with the Affordable Care Act requirements. This allocation will be subject to change once staff has completed the process of identifying and enrolling eligible employees and the cost to the district.

**Post-employment Benefits**

The multi-year projection includes \$2.3 million for the “pay-as-you-go” contribution for the current cost of retiree benefits. It does not include a set aside for the unfunded portion of post-employment benefits. As of March 2, 2014, the actuarial evaluation of post-employment benefits shows an annual unfunded additional amount of \$2.5 million.

**Staffing**

The multi-year projection includes additional general fund staffing as follows:

	<b>FY 2016-17</b>	<b>FY 2017-18</b>
Classroom Teachers	3.0 FTE	2.0 FTE
Vice Principal (MAHS)	1.0 FTE	
Psychologist + 2 interns	1.0 FTE	
STARS teacher (MAHS)	1.0 FTE	
STARS Instructional Aide (MAHS)	1.5 FTE	

Additional grant-funded staffing

	<b>FY 2016-17</b>
Aspirations Advocates (10 <sup>th</sup> Grade)	1.6 FTE
CTE Incentive Grant	
Resource Teacher	1.0 FTE
Industry Outreach Specialist	1.0 FTE
Lead Teacher, various sites	1.2 FTE

It is worth noting that the district budget also includes grant-funded positions. Each comprehensive high school will get an additional 0.4 FTE teacher position to expand the Aspirations Advocate program in the 10<sup>th</sup> grade, and the Career Technical Education Incentive Grant will fund a number of positions to improve the quality and effectiveness of the CTE offerings in the District.

**SEQUOIA UNION HIGH SCHOOL DISTRICT  
 PROJECTED GENERAL FUND BUDGET  
 MULTI-YEAR PROJECTION  
 FY 2016-2017 Through FY 2018-19**

**Assumptions:**

REVENUES	
+	Property tax revenue is projected to increase by 6.5% for FY 16-17, 5.5% for FY 17-18, and 5.0% for FY 18-19
+	State One-time Discretionary Funding
-	\$4.2 million in FY 15-16, \$529 per ADA
+	\$1.7 million in FY 16-17, \$214 per ADA, as proposed in the January Governor's State Budget Proposal
Proposition 30 - Schools and Local Public Safety Protection Act of 2012 ==> Subject to change	
Note that the multi-year projection includes \$1.6 million from Prop 30. However, the \$0.25 sales tax is due to expire Dec. 2016 and the income tax for high earners is due to expire Dec. 2018.	
+	Former RDA revenue is projected at \$4.6 million per year
+	The multi-year projection includes \$1.6 million in FY 16-17 of one-time discretionary funds from the January Governor's State Budget
-	Assumes property tax in lieu for charter schools would increase incrementally until full implementation of the LCFF
-	An additional \$0.6 million in FY 17-18, includes projected enrollment of 45 students at the Design Tech Charter School at Oracle
-	An additional \$1.0 million in FY 18-19, includes projected additional enrollment of 45 students at the Design Tech Charter School
EXPENDITURES	
-	3.0 FTE teacher positions in FY 16-17 and 2.0 FTE teacher positions in FY 17-18 due to projected enrollment growth.
-	Vice Principal (M.A.) / Psychologists (1) / Visually Impaired (1) / STARS teacher (1) + aides (2)
-	Health insurance premiums are projected to increase by 5% - \$0.7 million per year + \$0.5 million to comply with the Affordable Care Act
-	PROPOSED additional CalSTRS employer contribution:
-	FY 16-17 from 10.73% to 12.58%
-	FY 17-18 from 12.58% to 14.43%
-	FY 18-19 from 14.43% to 16.28%
-	PROPOSED additional CalPERS employer contribution:
-	FY 16-17 from 11.847% to 13.888%
-	FY 17-18 from 13.888% to 15.5%
-	FY 18-19 from 15.5% to 17.1%

GENERAL FUND (Fund 01)		2016-17 Budget (Projected)	2017-18 Budget (Projected)	2018-19 Budget (Projected)
(+)	REVENUES	137,720,816	141,814,739	147,446,140
(-)	EXPENDITURES	137,600,009	141,301,164	144,596,214
(=)	NET INCREASE (DECREASE) IN FUND BALANCE	120,807	513,575	2,849,927
(+)	BEGINNING FUND BALANCE - Jul. 1	13,840,309	13,961,116	14,474,691
(=)	PROJECTED AVAILABLE ENDING BALANCE - Jun. 30	13,961,116	14,474,691	17,324,617
		10.1%	10.2%	12.0%

The 2016-17 budget development is well underway. The multi-year projection incorporates the most up to date information available to staff. It should be noted that the district has not settled negotiations with its employee groups and it is waiting for the Governor's State May Revision. Those two items could modify the multi-year projection.

**DISCUSSION**

Staff is recommending that the Board of Trustees considers the following additions to the 2016-17 budget:

	<b>FY 2016-17</b>
Mental health support for the comprehensive high schools	1.6 FTE
Groundskeeper	1.0 FTE

The recommended 0.4 FTE mental health support at each of the comprehensive high schools will ensure a more stable funding stream for these services. This has been discussed with the Mental Health Task Force, and it is anticipated that the recommendation will be included in the May 25 report to the Board. This funding will supplement the .6 FTE schools have been receiving under the title Students Offering Support (SOS). The combination of the new funding would create the equivalent of a full time FTE position available to sites to fund mental health and other support services. Also staff is making a recommendation of an increase of 1.0 FTE to keep up with the maintenance of district grounds. Maintenance has found it very difficult to keep up the grounds across district sites with current staffing levels.

This item is being forward for discussion to give the Board a chance to review the budget assumptions, the additions to date, and any other changes or additions the Board would like to see. Any new initiatives that are added from this point forward will affect the bottom line unless it is tied to a reduction in another area of the projected budget.

b. FOLLOW-UP TO THE BOARD STUDY SESSION ON STUDENT ACADEMIC STRESS

SITUATION

The April 27 Board Study Session provided an opportunity for students, parents, and staff representative of each of the district schools to discuss the issues of student academic stress with the Board. The conversation covered topics such as the academic pressure to take the most rigorous classes, the quality and quantity of homework, better information for entering students and parents, peer pressure, finding balance, the gap between regular and Advanced Placement (AP) classes, and paying for college.

The meeting concluded with Board members encouraging staff to bring the various messages heard at the meeting back to their sites for continued work involving all stakeholders to further address the issues of student academic stress.

This item is being brought back for additional follow up by the Board.

14. ACTION ITEMS

a. APPROVAL OF BOARDDOCS ON-LINE BOARD AGENDA PLATFORM

SITUATION

Staff has looked at several on-line board agenda platforms, and they all are similar. However, BoardDocs (formerly Emerald Data Solutions) provides the most features to accommodate Board members, and District staff needs. BoardDocs offers two products: BoardDocs LT (\$3,000 per year) and BoardDocs Pro (\$12,000 per year). Staff recommends purchasing the “LT” product which includes the following features:

- BoardDocs eAgenda Solution for unlimited number of users
- User-customizable, Cloud-based Publishing Interface
- Ability to edit and attach minutes to a meeting
- Access to BoardDocs MetaSearch for procurement on a national basis, policy research and more
- Attach virtually any type of document to agenda items
- On-site training and 7 x 24, toll-free, US-based technical support
- Integrated audio player—listen to meetings indexed by agenda item
- Search functionality for consolidated searches on any content
- Create and publish administrative and executive-level content
- XML capabilities to dynamically drive BoardDocs data into SUHSDs website
- Single source, secure document database technology

- Customized printing of agendas, agenda items and meeting packets
- Access to All Software Enhancements, including version updates, and fixes for the term of the agreement

BoardDocs comes highly recommended by Fremont Unified School District that has utilized the platform for the past four years. Other school districts in California using BoardDocs include:

Franklin McKinley School District <http://www.boarddocs.com/ca/fmsd/Board.nsf/Public>  
Ross Valley USD: <http://www.boarddocs.com/ca/rova/Board.nsf/Public>  
San Luis Coastal School District: <http://www.boarddocs.com/ca/slcusd/Board.nsf/Public>  
Alum Rock Union Elementary:" <http://www.boarddocs.com/ca/arusd/Board.nsf/Public>  
Acalanes Union High School District: <http://www.boarddocs.com/ca/auhsd/Board.nsf/Public>  
St Helena USD: <http://www.boarddocs.com/ca/sthelenahs/Board.nsf/Public>  
Pittsburg USD: <http://www.boarddocs.com/ca/pittsburg/Board.nsf/Public>

### FISCAL IMPACT

\$3,000 per year with a one-time setup fee of \$1,000 (refresh training is free). Staff anticipates training will take place in June 2016, and implementation of BoardDocs taking place in August.

### RECOMMENDATION

That the Board of Trustees approves pursuing BoardDocs LT board management system for electronically publishing and revising agenda items and support documents.

#### b. APPROVAL OF REVISED CTE GRADUATION REQUIREMENT

### SITUATION

After a year of study, the SUHSD Career Technical Education (CTE) Subject Area Council recommended a change in the District's current CTE graduation requirement. The CTE Subject Area Council (SAC), Visual Performing Arts (VPA) SAC, World Language SAC, Instructional Vice Principals' (IVP) Council and Principal's Council have approved this recommendation, and it was discussed with the Board at the March 30, 2016, meeting. The proposal is being brought forward tonight for Board action.

The SUSHD CTE SAC is recommending that the District adopt a "two out of three" District graduation requirement in place of the current district CTE graduation requirement. The major motivation behind this proposal is to restore all District CTE courses to a strict alignment with the CTE Model Curriculum Standards and to improve Carl Perkins CTE grant compliance. Based on the SAC's review of enrollment patterns—over the past few years (since the adoption of World Language Year III as District CTE), we do not anticipate significant changes in course enrollment patterns under the proposed change. In other words, students are already taking the third year of world language for college admissions and a year of VPA is a District graduation requirement. This move is designed to direct students not taking a third year of world language to choose a CTE that complies with the 2013 CTE Standards. Because VPA is a District graduation requirement, all students must take a year of it, but because so many VPA classes have previously also counted for CTE, it is listed as one of the containers. Under this proposed system, students would be required to take a minimum of 20 credits from two of the following three containers, with a class in VPA being a mandatory choice:

- 1) Visual Performing Arts (VPA)
- 2) World Language Year III or above
- 3) CTE (CTE courses must comply with the 2013 CTE Model Curriculum Standards)

In essence, since VPA is a mandatory selection, in order to meet minimum graduation requirements a student must take either a third year of the same foreign language or a CTE class that meets the new CTE Standards. Most students in the District exceed minimum graduation requirements and it is anticipated that many will take classes in all three areas.

Under this proposal individual classes could not be categorized in more than one container for district graduation purposes. Sequenced classes sharing the same base title could be categorized in separate containers if they met the requirements for said area. All courses that meet the CTE requirement will need to be part of

state-defined CTE Model Curriculum Standard defined pathway (two or more classes total offered at the site or in conjunction with a postsecondary partner). The recently awarded CTE Incentive Grant (CTEIG) will provide the District with ample resources to for any needed CTE pathway work.

This proposed system would not impact courses' University of California A-G requirements approval, or articulation/dual enrollment agreements with postsecondary partners. A soft roll out would mean the system would be in place for the Class of 2019, allowing ample time to educate staff, students, and parents, about the change.

When said change was presented as a discussion item at the March 30, 2016, Board meeting, there were questions about whether or not the District had enough CTE approved courses to accommodate students who would be taking the course as it complies to the 2013 CTE Model Curriculum Standards.

A two year analysis of 12th graders has been completed and, District wide, 55% of all seniors complete the third year of a world language, leaving approximately 1,000 seniors who will need to take a CTE class under the new grad requirement. One thousand (1,000) students translates into a minimum of 32 sections. In addition, if we assume that some of the third year language students will still want to take a CTE class, we still have plenty of bandwidth.

Staff researched the number of current CTE courses that easily meet these standards and found there were already more than enough. Below, for each site you will find the number of courses that will easily meet the new requirements. These courses are labeled "CTE Strong." For each site, you will also find a number of courses that could potentially meet CTE requirements if their instructors wish to seek CTE approval. These courses are labeled "CTE Potential."

	<b>*CTE Strong</b>	<b>**CTE Potential</b>
<b>Carlmont</b>	18	7
<b>Menlo-Atherton</b>	21	4
<b>Redwood</b>	5	2
<b>Sequoia</b>	22	5
<b>Woodside</b>	28	7

**\* Course is already closely aligned with the 2013 CTE Standards**

**\*\*If the instructor chooses to seek CTE authorization, the course may qualify for CTE**

Even if none of the courses that are CTE Potential seek CTE status, the District has more than enough sections available to meet student course fulfillment need.

The number of CTE offerings will only grow, so the District will be able to meet the CTE course need for the Class of 2019 with current CTE courses. The number of CTE courses between which students can choose will only increase for subsequent classes.

**FISCAL IMPACT**

*(To be determined)*

**RECOMMENDATION**

That the Board of Trustees approves the revised Career Technical Education graduation requirement beginning with the Class of 2019.

c. **APPROVAL OF STRATEGIC PLANNING GOALS AND ACTION STEPS**

**SITUATION**

At the Special Meeting on March 2, 2016, the Board reviewed and provided input to the first draft of the Strategic Planning Goals and Action Steps. Based on observations given at the meeting, a revised version of the document was brought forward for further Board discussion and input on the April 20, 2016. Based on that meeting, further updates to the document were made and the Strategic Planning Goals and Action Steps are being brought to you for approval.

It is important to note that the purpose of this document is to have in one place for anyone to see the key initiatives the District is undertaking to meet its Strategic Plan goals (the big picture). Per recent Board discussion about the Single Plan, each year the Board will decide on a number of specific action items that will be the priorities for the year. These will become the Superintendent's goals and be incorporated into site plans for work towards the same goals. On an annual basis the Board may review and modify Action Steps based on evolving strategies, needs, and practices.

#### FISCAL IMPACT

*(To be determined)*

#### RECOMMENDATION

That the Board of Trustees approves the Strategic Planning Goals and Action Steps.

#### d. APPROVAL TO INCREASE USE FACILITY FEES AT SCHOOL SITES

##### SITUATION

Per the Civic Center Act, school districts need to make their facilities available to community groups. The law allows school districts to recoup direct costs from non-profit groups (except from those groups which are exempt) and to charge market rates for non-profit groups and businesses.

Within the Sequoia Union High School District the public use of facilities and grounds has historically been handled by each site. The funds generated by facilities usage have remained at the sites to supplement their budgets. Starting in fiscal year 2010-11, a site maintenance fund, equivalent to 25% of the total annual facilities use fee collection, was established for the Maintenance Department to assist with the upkeep of the site facilities.

The Board of Trustees last approved a facilities use fee increase on May 6, 2009. The increase went into effect on July 1, 2009. Staff conducted a review of the current fee schedule, compare usage fees to surrounding districts, and analyze facilities maintenance cost. The proposed fee schedule is closely aligned with current fees charged by the San Mateo Union High School District and Palo Alto Unified School District. Staff took in consideration that we have experienced cost increases in the maintenance of our facilities in the past 5 years and the fact that our fees have not kept up with inflation. As a result, staff is recommending that effective July 1, 2016, the facilities use fee schedule be increased. For all facilities use permits that have already been enter as of May 11, 2016, and commencing July 1, 2016, the current fee schedule would still apply.

The recommended Facility Use Fee Schedule is included with the background materials.

##### FISCAL IMPACT

No impact on the General Fund.

##### RECOMMENDATION

That the Board of Trustees approves the increase for use of Facility Fees at school sites.

15. BOARD OF TRUSTEES'/SUPERINTENDENT'S COMMENTS, COMMITTEE REPORTS, AND AGENDA SETTING
16. ADJOURNMENT

Background

May 11, 2016

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POSSIBLE AGENDA ITEMS FOR THE MAY 25, 2016, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA

- a. Report on Governor's May Revision for 2016-17
- b. 2015-16 Fund Balance and Reserve Requirements
- c. Report on Mental Health Task Force
- d. Presentation of East Palo Alto Academy and Sequoia High School WASC/SPSA Site Plan
- e. Report on English Learners' Task Force
- f. Designation of 2016-17 CA Interscholastic Federation Representatives to the League
- g. Report on Independent Study Program

POSSIBLE AGENDA ITEMS FOR THE JUNE 15, 2016, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA

- a. Discussion of Tentative Board Meeting Dates for 2016-17
- b. Public Hearings on Adopting Resolution for Maintenance Assessment Levy for 2016-17; on the Local Accountability Plans for SUHSD and EPAA, and the Proposed Budget for 2016-17
- c. Consideration of Approval of Petition for Oxford Day Academy

POSSIBLE AGENDA ITEMS FOR THE JUNE 29, 2016, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA

- a. Report on Special Education
- b. Approval of Consolidated Application for 2015-16
- c. Approval of Local Control Accountability Plans for SUHSD and EPAA
- d. Approval of Board Meeting Dates for 2016-17
- e. Adoption of Proposed Budget for 2016-17

*Revised 5/9/16*