

Approved Revised Minutes of Regular Meeting of the Board of Trustees  
Sequoia Union High School District  
Wednesday, September 16, 2015

Call to Order	The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by President Allen Weiner at 4:31 p.m., on Wednesday, September 16, 2015, in Birch Conference Room at 480 James Avenue, in Redwood City, California.														
Recess to Closed Session	The Board of Trustees recessed to Closed Session at 4:32 p.m. to Conference with Legal Counsel—Anticipated Litigation: Initiation of litigation pursuant to paragraph (2) to (5), inclusive, of subdivision (e) of Government Code Section 54956.9 (two cases); and to Conference with Labor Negotiators, Agency Designated Representative: James Lianides; Employee Organization: Sequoia District Teachers Association (SDTA).														
Opened Public Session 5:33 p.m.	President Allen Weiner opened the Public Session of the regular meeting at 5:33 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>Jacqueline McEvoy, Assistant Superintendent</td></tr><tr><td>Carrie Du Bois</td><td></td></tr><tr><td>Laura Martinez</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	Jacqueline McEvoy, Assistant Superintendent	Carrie Du Bois		Laura Martinez		Alan Sarver		Chris Thomsen		Allen Weiner	
<b>Present:</b>	<b>Absent</b>														
Abby Hartzell, Student Trustee	Jacqueline McEvoy, Assistant Superintendent														
Carrie Du Bois															
Laura Martinez															
Alan Sarver															
Chris Thomsen															
Allen Weiner															
Pledge of Allegiance	Student Trustee Hartzell led the Board of Trustees and audience in the Pledge of Allegiance.														
Approval of Agenda	On a motion by Trustee Sarver, seconded by Trustee Martinez, the Board of Trustees approved the Agenda.														
Report out on Closed Session	President Weiner reported that no action was taken in Closed Session.														
Invitation to the Audience	President Weiner welcomed the audience and explained that the Consent Calendar consisted of routine or previously discussed items to be considered as a unit and voted upon by roll call vote. He explained the Public Comment section of the agenda was for permitting members of the audience to make presentations about items not on the agenda.														
Approval of Consent Calendar	On a motion by Trustee Thomsen, seconded by Trustee Martinez, the Board of Trustees approved the Consent Calendar. Voting “yes,”— Student Trustee Hartzell; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting “no”—none, and absent—none.														
Approval of Minutes for Sept. 2 and 9, 2015, Board Meetings	On a motion on the Consent Calendar, the Board of Trustees approved the minutes for the September 2 and 9, 2015, 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 of Field Trips	On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Carlmont and Sequoia High School’s Key Club to La Honda on October 3-4, 2015; EPAA students to Point Reyes National Seashore on November 6-7, 2015; Menlo-Atherton’s Girls’ Varsity Basketball to Sonoma on December 3-5, 2015; Sequoia’s EA Academy to San Francisco on October 1-2, 2015; Math LEP students to Boulder Creek on November 7, 2015; Woodside’s Band students to Port of Redwood City on October 3, 2015; Band students to Santa Cruz on October 17, 2015; Green Academy to Sausalito and San Francisco on October 16, 2015.														
Approval of Contract with 360° Customer Inc. for 2015-16	On a motion on the Consent Calendar, the Board of Trustees approved the agreement with 360° Customer, Incorporated, for a School Psychologist for the 2015-16 fiscal year.														
Approval of Warrants	On a motion on the Consent Calendar, the Board of Trustees approved the Warrants for August 2015, totaling \$8,462,462.97.														

Authorization to Declare Surplus Property	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.
Approval of Readmission	On a motion on the Consent Calendar, the Board of Trustees approved the Readmission Committee's recommendation to accept one previously expelled student back into the district (name to appear in official minutes).
Approval of Contract w/Elevated Achievement Group for EPAA Teachers	On a motion on the Consent Calendar, the Board of Trustees approved the contract with Elevated Achievement Group, Inc. for Differentiation Instruction and Common Core State Standards for East Palo Alto Academy (EPAA) Teachers.
Approval to Hire Inspector of Record for Construction Projects	On a motion on the Consent Calendar, the Board of Trustees approved hiring Advanced Inspections Inc., Jason Polyzos, as Inspector of Record for the Sequoia High School new A-Wing project in the amount of \$136,000 for the East Palo Alto Academy new gymnasium project in the amount of \$94,500.
Auth. to File CEQA Exemption, Redwood HS Main Building & Auxiliary Space	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent or designee to file a California Environmental Quality Act (CEQA) categorical exemption with the San Mateo County Clerk and the Governor's Office of Planning and Research State Clearinghouse for the new main classroom building and auxiliary space at Redwood High School.
Approval of Agreement with Recology Peninsula Services	On a motion on the Consent Calendar, the Board of Trustees approved the agreement with Recology Peninsula Services for solid waste and recycling services in an amount not to exceed \$173,472.60 for the 2015-16 fiscal year.
Special Recognitions	Superintendent Lianides recognized Sequoia High School Science Teacher Octavio Rodriguez on his appointment to the California Teacher Advisory Council, CalTac, which is made up of highly-accomplished teachers across the state working to provide greater opportunities for students to improve their academic performance. Dr. Lianides noted that Mr. Rodriguez is passionate about teaching academic skills to English Language Learners and to students below grade level.
Public Comment	None
Correspondence	None
Report on Summer School	<p>Director of Student Services Donald Milhaupt, and district administrator in charge of summer school, reported that summer school was offered by each of the four comprehensive high schools as well as Redwood High School and East Palo Alto Academy. Summer school was based on student need for earning credit toward graduation; and two sessions were run with a total enrollment of 3030 students. Classes offered were regular classes, district-offered classes, and sites-offered classes. There were general education classes provided, as well as Compass, and special education services. Mr. Milhaupt said districtwide online credit recovery and lab allowed students to work after summer school was dismissed. He reported that course completion varied from 90 percent to 100 percent.</p> <p>The Compass bridge program enabled incoming ninth graders to adapt to the high school experience. Eligibility was limited to the most at-risk students (referred for attendance and behavior issues) and known as Team Ascent. Don Milhaupt reported that District Parent Coordinator Carmina Chavez played an important role in providing parental outreach and direction on registration and valuable resources. The Boys' and Girls' Club and the East Palo Alto Group House offered structured activities and places for students to be in the evening.</p> <p>In response to questions posed by Trustee Du Bois, Dr. Lianides advised there is no cap limit on the number of credits earned online to recover grades; the 40-unit cap applies to students wanting accelerate by taking new classes online. Donald Milhaupt said that 20-30 percent of the students in Compass did not make it because they did not show up and noted that the issue was attendance. Assistant Superintendent, Educational Services, Bonnie Hansen advised that the Compass curriculum had been updated a year ago to better accommodate the ninth grade students transitioning to a larger and unknown learning environment.</p>

Mr. Milhaupt said students in Team Ascent transition to Aspiration Advocates, which is on the four comprehensive sites; students have an adult to identify with that will provide support on site. Dr. Lianides said staff would send information to the Board on the number of students not in Compass who were Tier 1.

In response to a question posed by Trustee Thomsen, Sequoia Principal Sean Priest said there were more students (a total of 708) participating in summer school at Sequoia because counselors met with every student in the spring. There were also special programs offered.

Trustee Sarver noted that Redwood offered only one session of summer school, and he hoped that no key opportunities were missed for students recovering credits.

President Weiner commended staff for reworking the Compass program. He was pleased to see students awarded credit for Life Skills. He asked if staff had looked at what other districts were doing to support at-risk populations.

Trustee Martinez said this summer she visited the Boys' and Girls' Club; students were connected to Linked-In, and they learned about human resources, resumes, etc. She liked the model academic program presented in the morning and the weekly field trips.

#### Report on Small School Development

Assistant Superintendent Hansen provided an update on small school development and noted the guiding concepts that will be utilized to develop the small school in Menlo Park.

- 1) Technology, design, and engineering
- 2) Linked learning
- 3) A partnership with the San Mateo County Community College District, to provide specific course content and resources.

Mrs. Hansen reported that because of its Menlo Park location and the outcome of parent/student surveys last spring, the small school could potentially integrate a linked learning, four-year program that includes A-G academic content and technology skills to prepare students for both college and careers. There could be internships, Career Technical Education (CTE) classes, Code HS (funded by FaceBook), and a partnership with San Mateo County Community College District (SMCCCD). Two committees have been formed; the Advisory committee will meet monthly and the Working committee will meet weekly to build out essential program elements. The target date for opening the new small school in Menlo Park is August of 2018. Assistant Superintendent Hansen said that regular progress reports will be provided to the Board.

Trustee Sarver said the district was moving in the right direction with the right resources and partnerships.

Trustee Du Bois said she found it very exciting and suggested a visit to a model school in Oakland which offered health careers. She asked about art and music classes.

In response to questions posed by Student Trustee Hartzell, Assistant Superintendent Hansen advised that the school will be open to everyone. Superintendent Lianides said if the demand exceeds the space, there will be a lottery; he emphasized that students will not need to meet any qualifications to enroll in the small school. He said there will be a diverse student population, representing families residing in the southern part of the SUHSD attendance area. Mrs. Hansen said graduates would be in a position to be hired in entry level jobs or be accepted in college.

In response to questions posed by Trustee Thomsen, the role of the San Mateo County Community College District and the Working and Advisory committees were discussed in detail. It was agreed that the participation of the Community College District would be described as a relationship and that Trustee Sarver would formally join the Working Group Committee.

Superintendent Lianides advised that the Board representatives to the committee were Trustees Martinez and Sarver.

Sequoia District Teachers Association President Edith Salvatore presented some historical information in regard to the advantages of contracting with Community College District teachers, and noted the relationship is a “win-win” for all concerned.

President Weiner said he was comfortable with a relationship with the Community College District if it is understood that the Sequoia district will be the decision maker as to the nature of the relationship. The Board is open-minded to relationships that are consistent with the program we design and have to be satisfied that what we are doing is the best thing for the students. President Weiner suggested editing the third Guiding Principle to read as follows: 3) A relationship with the San Mateo County Community College District *and other possible resources* to provide specific course content and resources.

President Weiner noted that part of **the job of Trustees Sarver and Martinez** is to be **emissaries** for the Board and to report to the Board.

Chief Facilities Officer Matthew Zito advised that the project is on a tight timeline, decisions need to be made concerning Guiding Principles 1) and 2), and direction given concerning the design of the building. Mr. Zito requested a definition of Linked Learning and what it means to courses in English, math, social studies, and science.

In response to a question posed by President Weiner, Bonnie Hansen advised that she would add the words *project-based learning* to the Guiding Principles, Number 2).

Trustee Sarver noted that a common ground needs to be established.

Trustee Thomsen asked about innovation; he encouraged staff to continue to explore the opportunity to do new and exciting things.

President Weiner noted that there will be one Board member present on the Working Committee that meets weekly at 3:30 p.m.

Report on Developer Fee Income and Expenditures for 2014-15

Assistant Superintendent, Administrative Services, Enrique Navas advised that this report accounts for Developer Fee income and expenditures and satisfies the Education Code requirements. President Weiner stated the Board has reviewed the report and no action needs to be taken.

Report on Bidding Process for District Increment II Projects

Chief Facilities Officer Matthew Zito reported that the large building projects underway are classroom buildings at Carlmont, Menlo-Atherton, and Sequoia high school campuses as well as a gym at East Palo Alto Academy. Due to recent legal developments related to school districts using the lease lease-back project delivery method, legal counsel recommends utilizing the “hard bid” process for these projects pursuant to the applicable provisions of the Public Contract Code. District staff has the ability to identify quality and safety-conscious contractors. The district will be advertising for bids through the traditional “hard bid” process and suspend lease lease-back until there is more clarity.

In response to a question posed by President Weiner, Mr. Zito advised there are a few lease lease-back projects at Carlmont, but the district will be out of the lease lease-back process by October.

Approval of Unaudited Actuals Financial Report for 2014-15

Assistant Superintendent Navas reported that the financial report for 2014-15 showed total revenue at \$125,162,524, expenditures at \$123,405,179, with an ending balance of \$134,413,107.

In response to questions posed by Trustee Thomsen, Mr. Navas advised that the district is within the 6 percent cap. We are anticipating 5.7 percent after the transfers and designated reserves are made. Enrique Navas said that he would provide the Board with a rough estimate percentage of the total budget needed for Deferred Maintenance. Superintendent Lianides noted that typically deferred maintenance referred to roofs; however the district has the advantage of Measure A funding, which does address some of the needs.

On a motion from Trustee Sarver, seconded by Trustee Martinez, the Board of Trustees approved the Unaudited Actuals Financial Report for 2014-15.

Adoption of Res. No. 1558 for  
2015-16 Gann Limit Calculation

Assistant Superintendent Navas reported that the Gann limit amendment is a statewide calculation. Our district is always under the Gann limit, however this past year the district exceeded the limit due to higher property taxes, Adult Education fund now being part of the General Fund, and average daily attendance.

Superintendent Lianides advised that the fact that the district is over the limit is counteracted by the many public agencies that are under; and the regulation is that the state cannot exceed the Gann limit.

On a motion from Trustee Thomsen, seconded by Trustee Du Bois, the Board of Trustees adopted Resolution No. 1558 for 2015-16 and the recalculated limit for 2014-15. Voting “yes,”— Student Trustee Hartzell; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting “no”—none, and absent—none.

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

Superintendent Lianides reminded Board members of Back to School Nights at the sites; the Candidates’ Forum on September 23; he is looking forward to the Joint Board Meeting with Ravenswood City Elementary District on Thursday, October 1, and the Special Board Meeting on October 7 to approve the bid for Menlo-Atherton Increment II projects.

President Weiner said he would be out of **town** on November 4 and would not be able to attend that Board meeting.

Trustee Sarver said he attended Back to School Nights and football games at Carlmont and Woodside high schools; a Redwood City 2020 program on Community Schools, and he is looking forward to Assemblymember Rich Gordon’s Educational Update event.

Trustee Du Bois reported there had been good discussion at the Redwood City 2020 meeting on Community Schools; the next San Mateo County School Boards Association meeting will be October 19 on At-risk Youth. She suggested a Board discussion item on Truancy and related health issues; she would like to discuss helping families navigate.

Student Trustee Hartzell reported that Club Day was held at Sequoia High School today.

President Weiner suggested that members submit agenda ideas to the Superintendent for the meeting with the Ravenswood City District Board. Trustee Du Bois suggested Truancy; Trustee Thomsen suggested an update on the new Small School; Trustee Sarver recommended Common Core implementation articulation, progress toward developing the middle school environment and moving toward K-12, and the focus on positive trend indicators.

President Weiner said he would like a better understanding how articulation works, suggested the topic of what has been done with the funds we share, and a discussion about Algebra instruction.

Board Adjourned at 8:20 p.m.

On a motion by Trustee Sarver, seconded by Trustee Martinez, the Board of Trustees adjourned its meeting at 8:20 p.m.

Respectfully submitted,

Allen Weiner, President

Alan Sarver, Clerk