

Approved Revised Minutes of Regular Meeting of the Board of Trustees  
Sequoia Union High School District  
Wednesday, December 9, 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, December 9, 2015, in Birch Conference Room at 480 James Avenue, in Redwood City, California.		
Recess to Closed Session	The Board of Trustees recessed to Closed Session at 4:32 p.m. to Consider a Student Discipline/Expulsion, and the Superintendent's Evaluation—Government Code Section 54957.		
Opened Public Session 5:37 p.m.	President Allen Weiner opened the Public Session of the regular meeting at 5:37 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.		
Roll Call	<table><tr><td><b>Present:</b> Abby Hartzell, Student Trustee Carrie Du Bois Georgia Jack Alan Sarver Chris Thomsen Allen Weiner</td><td><b>Absent:</b> (None)</td></tr></table>	<b>Present:</b> Abby Hartzell, Student Trustee Carrie Du Bois Georgia Jack Alan Sarver Chris Thomsen Allen Weiner	<b>Absent:</b> (None)
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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.		
Pledge of Allegiance	Assistant Superintendent, Administrative Services, Enrique Navas led the Board of Trustees and audience in the Pledge of Allegiance.		
Administering Oaths of Office to Recently-elected Board Members	New Board Member Georgia Jack took the Oath of Office administered by her son, Austin Jack and Samantha Killen.  Trustees Carrie Du Bois and Allen Weiner recited the Oath of Office administered by Student Trustee Abby Hartzell.		
Annual Organization Meeting	Trustee Thomsen suggested that election of officers and other protocol structures be discussed at the Retreat. He nominated Trustee Sarver for President, himself for Vice President, and Trustee Du Bois for Clerk.  President Weiner advised that each office should be voted on individually.  Trustee Du Bois said she would abstain from voting for an officer until there was a process in place.  Trustee Jack said she appreciated Trustee Thomsen's comments and noted the need to have further discussion concerning process; she also supported Trustee Du Bois' position.  Sequoia District Teachers' Association (SDTA) Vice President Greg Gruszynski commented that some boards appoint the member with the most votes as president; and this board does not have that process. The Board presidency here is being handed back and forth, he noted that this process is not fair and sexist.		
Trustee Sarver Elected President	President Weiner nominated Trustee Sarver as President.  There were no other nominations, and the Board of Trustees approved Trustee Sarver as President. Voting "yes"—Student Trustee Hartzell; Trustees Jack, Sarver, Thomsen, and Weiner; voting "no"—none; "abstaining" Trustee Du Bois, and absent—none.		
Gavel to President Sarver	Trustee Weiner handed the gavel to President Sarver.		
Trustee Du Bois Elected Vice President	On a motion by President Sarver, seconded by Trustee Jack, Trustee Du Bois was nominated as Vice President.		

Trustee Thomsen stated that because there is not a clear procedure on handling protocols Board members have differences of opinions.

Trustee Weiner said he did not think the way one selects it leadership should be predicated on the member receiving the most votes. He rejected the challenge that the process has been anti-democratic and did not think there was any evidence of sexism.

There were no other nominations, and the Board of Trustees approved Trustee Du Bois as Vice President. Voting “yes,”—Student Trustee Hartzell; Trustees Jack, Sarver, Thomsen, and Weiner; voting “no”—none; “abstaining” Trustee Du Bois, and absent—none.

Trustee Thomsen Elected Clerk

On a motion by Trustee Weiner, Trustee Thomsen was nominated as Clerk.

There were no other nominations, and the Board of Trustees approved Trustee Thomsen as Clerk. Voting “yes,”—Student Trustee Hartzell; Trustees Jack, Sarver, Thomsen, and Weiner; voting “no”—none; “abstaining” Trustee Du Bois, and absent—none.

Trustee Sarver Rep. on SMC  
Com. on School District Org.

President Sarver said he had filled the role this past year and would be willing to continue in 2016 as the SUHSD representative on the San Mateo County Committee for School District Organization.

Trustee Du Bois nominated President Sarver as the SUHSD representative on the San Mateo County Committee for School District Organization. There were no other nominations, and the Board of Trustees approved Trustee Sarver as the SUHSD representative on the San Mateo County Committee for School District Organization. Voting “yes,”—Student Trustee Hartzell; Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner; voting “no”—none; absent—none.

President Sarver stated that Board protocols will be discussed at the Retreat held on January 23, 2016. He went on to say that Trustee Weiner has served as President for a second consecutive term, and he has found the second year to be consistent. The list of accomplishments the Board has achieved is significant: we have changed school boundaries, formed a Facilities Task Force, passed a general obligation bond measure, executed a Strategic Plan, Dashboard key priorities, approve the first Local Control Accountability Plan (LCAP), progressed with the International Baccalaureate (IB) program, and replaced administrators in Educational Services and Human Resources with excellent people; as well as grown the parent and staff development teams. President Sarver thanked Trustee Weiner for his leadership of this Board and its tremendous accomplishments.

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 of Trustees took no action in Closed Session.

Approval of Consent Calendar

On a motion by Trustee Weiner, seconded by Trustee Du Bois, the Board of Trustees approved the Consent Calendar. Voting “yes,”— Student Trustee Hartzell; Trustees Du Bois, Jack, Sarver, Thomsen, and Weiner; voting “no”—none, and absent—none.

Approval of Amended Minutes for  
November 18, 2015, Board Mtg.

On a motion on the Consent Calendar, the Board of Trustees approved the minutes as amended for the November 18, 2015, Board meeting.

Approval of Personnel  
Recommendations

On a motion on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations and Addenda as indicated.

Approval of Field Trips

On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Carlmont High School’s Performing Arts students to Seattle, Washington on March 31 – April 4, 2016, and students to Arkansas, Tennessee, Mississippi, and Alabama on February 12-18, 2016; Menlo-Atherton Choir to Folsom on January 23, 2016; and Woodside High School’s Cheer Team to Davis on February 7, 2016.

Approval of Reclassified Fluent  
English Proficient Criteria

On a motion on the Consent Calendar, the Board of Trustees approved the reclassification of English Learners to Fluent English Proficiency for 2015-16.

Approval of Contract with Invo Healthcare Associates	On a motion on the Consent Calendar, the Board of Trustees approved the contract with Invo Healthcare Associates for assessment services for the 2015-16 fiscal year.																
Approval of New Textbooks for East Palo Alto Academy	On a motion on the Consent Calendar, the Board of Trustees approved the titles and use of textbooks, <i>Lysistrata</i> and <i>I am Malala</i> , for East Palo Alto Academy.																
Approval of Bid for Site Work for New Gym at EPAA	On a motion on the Consent Calendar, the Board of Trustees approved the lowest qualified bidder, Rodan Builders, in the amount of \$717,000, for the East Palo Alto Academy new gymnasium site work; and authorized the Superintendent to enter into contract for the project, pending resolution of any bid protests timely submitted to the District; and that the Board through this action, also authorizes the Superintendent to resolve any bid protests that may arise.																
Approval of Quattrocchi Kwok Arch. for Interim Hsg., Redwd HS	On a motion on the Consent Calendar, the Board of Trustees approved hiring Quattrocchi Kwok Architects in the amount of \$58,200 for interim housing at Redwood High School.																
Adoption of Res. No. 1562, Ack. Requiremts. Adm. Law 1859.95.1	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1562, acknowledging requirements of Administrative Law Regulation Section 1859.95.1.																
Adoption of Res. No. 1563, Bidder Prequalification Process	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1563, adopting the Bidder Prequalification Process for SUHSD.																
Approval of 2016 Product Spec. Guidelines & Standards	On a motion on the Consent Calendar, the Board of Trustees approved the 2016 SUHSD Product Specification Guidelines and Standards.																
Approval of Warrants	On a motion on the Consent Calendar, the Board of Trustees approved the Warrants for November 2015 totaling \$5,486,713.74																
Auth. to Declare Property Surplus	On a motion on the Consent Calendar, the Board of Trustees declared the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to dispose or transfer the listed 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 November 2, 2015, from Allstate Insurance on behalf of Brenda Sherman.																
Approval of JudgeNetting Contract for Wdsd. Baseball Field Netting	On a motion on the Consent Calendar, the Board of Trustees approved the contract for JudgeNetting Barrier Specialists to provide baseball field barrier netting at a cost not to exceed \$57,800.																
Approval of Placement Charts for Math & English for 2016-17 SY	On a motion on the Consent Calendar, the Board of Trustees approved the placement charts for math and English Language Arts for 2016-17 school year.																
Special Recognitions	<p>Superintendent Lianides commended Woodside High School Music Director Bill Tolles for providing excellent instruction and possessing “Wildcat” spirit.</p> <p>Dr. Lianides congratulated the Menlo-Atherton Girls’ Varsity Volleyball team, Coach Fletcher Anderson, and Assistant Coach Lauryn Anderson for winning the NorCal Division 1 championship. The members of the team include:</p> <table border="0"><tr><td>Leanna Collins</td><td>Eliza Gover</td><td>Tatum Maines</td><td>Shauna Sabet</td></tr><tr><td>Jacqueline DiSanto</td><td>Lauren Heller</td><td>Casey Olsen</td><td>Kiana Sales</td></tr><tr><td>Courtney Foliaki</td><td>Chloe Johnson</td><td>Alexandra Roumeliotis</td><td>Kelsey Tonsfeldt</td></tr><tr><td>Rachel Gerber</td><td>Kirby Knapp</td><td></td><td></td></tr></table>	Leanna Collins	Eliza Gover	Tatum Maines	Shauna Sabet	Jacqueline DiSanto	Lauren Heller	Casey Olsen	Kiana Sales	Courtney Foliaki	Chloe Johnson	Alexandra Roumeliotis	Kelsey Tonsfeldt	Rachel Gerber	Kirby Knapp		
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Public Comment	<p>Carlmont Instructor Denise Steward said there should be focus on the School Psychologists, who were overworked and the heart of the Special Education Program.</p> <p>Menlo-Atherton School Psychologist Pamela Lin said the Psychologists have been tracking their time; she suggested building capacity which would serve student needs.</p> <p>Carlmont School Psychologist Elda Aghazarian reported that the number of required elements have increased, more students have severe needs, and assessments can take up to 30 hours each. Ms. Aghazarian is concern that the district is losing good people.</p>																

Carlmont Special Education Instructor Sarah Cohn said Psychologists collaborate with teachers on classroom observations and writing legally-defensible Individual Education Plan (IEP) reports. Community service has been reduced to one day per week.

Carlmont High School Instructor Jerrod Harrison said he supported Elda Aghazarian, who knows her students. Special Education students and Psychologists face more challenges with mainstreaming. As students experience more stress, we need to invest in school psychologists to address the needs of 100 percent of the students.

Carlmont English Teacher Kelly Redmon said we want the Board to be aware of the issues and to consider funneling resources. While the School Psychologist does test Special Education students, the School Psychologist is for all students. The average School Psychologist should have 500 to 700 students; in SUHSD the ratio is one School Psychologist for every 1,500 students.

Sequoia Special Education Department Chair Elizabeth Giuli presented a graph chart showing attrition rates and reasons why Psychologists had left the district. A traditional assessment method is utilized with 1,000 pupils per one Psychologist. Ms. Giuli presented a list of the Psychologists' current responsibilities; she advised if we want to be competitive, we will need to staff more and reconsider the model.

Sequoia District Teachers' Association (SDTA) President Edith Salvatore encouraged the Board to think about the students and their needs, and students need more School Psychologists. She noted that Psychologists need to follow federal timelines, and the work is incredibly hard.

Menlo-Atherton Student Advocacy Advisor Jenna Carson described three case examples of ninth grade students requiring the help of the School Psychologist. She stated that when kids are given the appropriate level of care there are positive outcomes.

Correspondence

None

Presentation by ConnectEd

ConnectEd Director Robert Curtis reported that his non-profit organization works with 38 districts in California through a California Pathway Trust grant. Mr. Curtis described Linked Learning as a four-year approach to academics, real-world technical skills, work-based learning, and personalized supports.

*(A video was shown, "Linked Learning in Action")*

Director Curtis described common pathway features, delivery methods, data collected on students out-of-school, more likely to graduate, key elements of student outcomes, equity access achievement, and program of study. The teaching and learning is hands-on and project-based. Mr. Curtis said a districtwide system is needed, and the conditions are important to sustain pathways. There needs to be a commitment of leadership to support learning, academics, engage partnerships and operation supports. He advised that ConnectEd offers coaching and consulting services.

Trustee Weiner asked about the relationship between the district and schools. In response to a question posed by Trustee Weiner, Robert Curtis said when working with school districts he has observed that small schools work. In response to a question posed by Trustee Weiner, Mr. Curtis said the counselors need to have an understanding of the pathways and the programs.

Trustee Thomsen asked about early indicators defining student success and effective district criteria for a pathway. He suggested looking at other districts similar to SUHSD.

Director Curtis suggested aligning with community colleges so students know what the expectations are when they get to college. He observed that conceptualized planning outside the classroom brings relevance inside the classroom. It is important to work with post secondary partners to see how our programs align with theirs.

In response to questions posed by Trustee Jack, Mr. Curtis said there is staff to teach high tech and bio medical courses; student interest in these areas need to be looked at to get a sense of where the jobs will be and with whom to partner to create high-quality experiences for students.

President Sarver noted the SUHSD has had a number of stable academy programs in operation for decades. He said that Linked Learning has been implemented **for all students** in Long Beach, and Oakland is moving in that direction; he asked about making progress with Silicon Valley partnerships.

Mr. Curtis advised that the Oakland Chamber of Commerce will be the referral approach hub; he noted that there is a lot of opportunity and need. President Sarver said working with the community college on the new small school has helped with outreach. Mr. Curtis suggested forming a regional advisory board. He advised there were nine districts across the state that ConnectEd was providing with Linked Learning pathway resources; 40 percent of the students in these districts were in a pathway. He noted that the program works better when having a teacher lead at the district level.

*(Student Trustee Hartzell was excused and left the meeting 7:45 p.m.)*

Approval of Financial Audit  
Report for 2014-15

Sheldon Chavan, of Chavan & Associates LLP, **reported that he had just completed** the district's financial audit report for fiscal year ending on June 30, 2015. This is the tenth year of the Government Accounting Standards Board-34 (GASB-34) requirements, and the format is similar to the 2014 report. The statements for accounting and the financial reporting of pensions are included. Mr. Chavan stated that the audit report did not contain any findings or material adjustments.

In response to a question posed by Trustee Thomsen, Mr. Sheldon said the pension contribution liability rate will drop throughout the years, and it dropped this year to \$84 million.

Assistant Superintendent Enrique Navas advised that \$4 million has been transferred into Fund 20, the Unfunded Retiree Benefits account, and there is a zero balance in Fund 17.

In response to a question posed by Trustee Weiner, Mr. Chavan advised that there is a requirement that districts change auditors every six years.

On a motion by Trustee Weiner, seconded by Trustee Jack, the Board of Trustees approved the Financial Audit Report for 2014-15.

Approval of First Interim Budget  
Report for 2015-16

Enrique Navas reported that the SUHSD First Interim Financial Report is for the period ending October 31, 2015. He reviewed a table reflecting the projected unrestricted General Fund ending balances, both in the current year 2015-16, and in two subsequent years, 2016-17 and 2017-18. Mr. Navas presented detailed information on General Fund revenue and expenditures and Redevelopment Agency revenue. He noted that 84.3 percent of current-year expenditures were for salaries. It was noted that Special Education revenue and expenditures were 17.3 percent of the General Fund budget

In response to questions posed by Trustee Weiner, Controller Martin Fuentes advised that the \$4 million in one-time funding received in 2015-16 goes away next year. Mr. Navas confirmed that the assumptions include zero salary increases.

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

Discussion of Board Member  
Representation on District Task  
Forces/Committees

Superintendent Lianides said this is an opportunity for the Board to reaffirm or change current Board member representation on SUHSD task forces and committees. It was decided that the two Board members on the City of Redwood City 2X2 also serve on the Redwood City Elementary District 2X2, if one is created. The following are the task forces/committees and recently-appointed Board member representatives.

- Career Technical Education (CTE)—Alan Sarver
- City of Redwood City 2X2—Georgia Jack, Chris Thomsen
- Four Corners— Carrie Du Bois, Alan Sarver
- Menlo Park Small School—Alan Sarver (small group); Georgia Jack, Chris Thomsen (advisory Group)
- Mental Health—Carrie Du Bois, Allen Weiner (Monday or Friday mornings)
- Ravenswood City Elementary District 2X2—Alan Sarver
- Redwood City 2020—Carrie Du Bois, Alan Sarver

Discussion of Board Retreat in  
January 2016

President Sarver said to keep in mind that there might be a future Transportation Task Force.

Superintendent Lianides said it had been agreed to hold a Board Retreat on Saturday, January 23, 2016, to discuss governance protocol and review goals to develop a first draft of an Action Plan supported by the Strategic Plan. He advised that Dana Tom has committed to being the Facilitator.

Trustee Du Bois suggested the retreat should include a discussion about how the Board operates, different communication styles, and team building.

Trustee Jack said it would be appropriate to discuss interpersonal issues. Trustee Thomsen suggested discussing protocols for officer elections, and reviewing the list of CSBA workshop protocols as a group.

President Sarver said he agreed with discussing Board protocols and also suggested looking at the SUHSD Board Bylaw policies.

Trustee Thomsen said the Board's timeframe is short and the issues are big; and this is time being expended away from the work of the school district.

Superintendent Lianides said if the Board wants to spend time on communication, he would rethink a time to work on the Action Plan; he noted that if we can agree to a plan early, it will help in the budget development process for 2016-17. Dr. Lianides said he needed to have sense of the parameters for the retreat because he has scheduled a conversation with Dana Tom on Friday. He said the location could be flexible; it needs to be within the boundaries of the school district.

President Sarver suggested the retreat be held from 8:30 a.m. to 12:30 p.m. If necessary, another Study Session can be held to continue the important discussion on the Action Plan. We should decide on six topics upon which to focus.

Trustee Jack suggested the topic, "Norms of Behavior."

Dr. Lianides requested that each Board member send him six items by Friday noon, which he will discuss with Dana Tom; they will put together an agenda. Mr. Tom will be contacting each Board member individually. In response to a question posed by President Sarver, Dr. Lianides said he would consider scheduling another study session on the Action Plan for an off-Wednesday in February.

Trustee Jack suggested that the January 23 retreat be held at the Redwood City Woman's Club where she is a member; she would check on availability.

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

President Sarver said he attended the San Mateo Union High School District Board Meeting for an update on the D-TECH charter; and approval has been delayed until January 2016. He also attended the Menlo-Atherton playoff football game. The Small School Committee toured D-TECH, and he also toured Kearney High School in San Diego. The Trustee surveyed traffic around M-A.

Trustee Du Bois attended a mental health symposium at Stanford. The San Mateo County School Boards Association will hold an all-day workshop on Mental Health in April. Trustee Du Bois presented gifts to outgoing President Allen Weiner and incoming Trustee Georgia Jack. Trustee Du Bois said she was advocating for rotating Board officers for future members; the Trustee read comments from Board members who had been skipped.

Trustee Thomsen suggested that Board members take time to share information learned at the California School Boards Association (CSBA) Conference.

Trustee Jack said she had attended a shared decision-making activity at Woodside High School. She noted parents are concerned about homework. The Trustee attended the Woodside High School Winter Concert, and an event recognizing outgoing Redwood City Councilwoman Barbara Pierce. She advised that Redwood City School District would like to hold a joint board meeting with SUHSD.

Trustee Weiner advised the issue of rotation is a sustentative one. He noted the framing of a question answers the question, and what it is named drives the outcome. He too attended quality sessions at the CSBA conference; and because the Board does not drive educational practices, he passed the information collected on to staff.

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

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

Respectfully submitted,

Alan Sarver, President

Chris Thomsen, Clerk

*Revised 1/19/16*