

SEQUOIA UNION HIGH SCHOOL DISTRICT
BACKGROUND INFORMATION FOR
AGENDA ITEMS FOR 1/14/15, 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 DISCIPLINES/EXPULSIONS
- b. CONFERENCE WITH LABOR NEGOTIATORS, Agency Designated Representative: James Lianides; Employee Organizations: Sequoia District Teachers Association (SDTA); Sequoia Adult School Federation of Teachers, and American Federation of State, Local, County and Municipal Employees (AFSCME)
- c. CONFERENCE WITH LEGAL COUNSEL—POTENTIAL LITIGATION, Significant Exposure to Litigation Pursuant to Govt. Code Section 54956.9 (d)(2): One Potential Case
- d. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Subdivision (a) of Section 54956.9 of the California Government Code
 - Student v. SUHSD OAH Case No. 2014100925

3. ROLL CALL

4. WELCOME AND EXPLANATION TO AUDIENCE

5. PLEDGE OF ALLEGIANCE

6. BOARD ORGANIZATION

- a. Election of Representative to San Mateo County Committee on School District Organization

7. APPROVAL OF AGENDA

8. REPORT OUT ON CLOSED SESSION

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

- a. APPROVAL OF MINUTES FOR DECEMBER 10 and 22, 2014, BOARD MEETINGS (consent)

SITUATION

Enclosed with the background materials are the minutes for the December 10 and 22, 2014, Board meetings.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the minutes for the December 10 and 22, 2014, 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 FIELD TRIPS (consent)

SITUATION

Carlmont High School

10 Model United Nations (UN) Club members will travel to Santa Teresa High School on January 30-31, 2015, to participate in the Model UN Conference.

15 American Government students will travel to Sacramento on February 7-8, 2015, to participate in the Junior Statesmen of America (JSA) Northern California Convention: Model Congress.

Menlo-Atherton High School

25 Boys' Lacrosse team members will travel to San Diego on April 22-25, 2015, to compete in two games and visit one college.

Redwood High School

22 Redwood Environmental Academy and Leadership (REAL) students will travel to Hidden Villa on February 24-26, 2015. Students will participate on hiking trails, farm chores, and a social justice curriculum lead by the Hidden Villa staff.

Woodside High School

11 Social Studies students will travel to Georgia on February 13-19, 2015, to participate in the Sojourn to the Past tour.

20-45 Robotics team members will travel to Rancho Mirage on February 26-March 2, 2015, to participate in the For Inspiration and Recognition of Science and Technology (FIRST) Inland Empire Robotics Regional.

20-45 Robotics team members will travel to U.C. Davis on March 18-21, 2015, to participate in the FIRST Robotics Sacramento Regional.

20-45 Robotics team members will travel to St. Louis on April 21-26, 2015, to compete in the U.S. FIRST Robotics Championship. This trip is tentative.

FISCAL IMPACT

No fiscal impact on 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 Model UN Club to Santa Teresa High School on January 30-31, 2015; American Government students to Sacramento on February 7-8, 2015; Menlo-Atherton Boys' Lacrosse Team to San Diego on April 22-25, 2014; Redwood

High School's REAL students to Hidden Villa on February 24-26, 2015; Woodside High School's Social Studies students to Georgia on February 13-19, 2015; Robotics Team to Rancho Mirage on February 26-March 2, 2015; Robotics team to U.C. Davis on March 18-21, 2015; Robotics team to St. Louis on April 21-26, 2015.

d. APPROVAL OF WARRANTS (consent)

SITUATION

The Warrants for November and December 2014 are enclosed with the background materials.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the Warrants for November and December 2015, totaling \$10,030,326.81

e. 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 the Superintendent to send a letter of appreciation to the donor where appropriate.

f. APPROVAL OF ADDENDUM NUMBER FOUR TO SUPERINTENDENT'S CONTRACT (consent)

SITUATION

On September 12, 2012, Governor Jerry Brown signed into law Assembly Bill 340, enacting the California Public Employees' Pension Reform Act of 2013 (also called "PEPRA"). PEPRA makes statutory changes that impact members of the California State Teachers Retirement System ("CalSTRS") and the California Public Employees Retirement System ("CalPERS"). Following the passage of PEPRA, CalSTRS promulgated regulations governing how compensation is credited to the retirement system. The new creditable compensation regulations will take effect January 1, 2015. The new regulations allow for a "permanent restructuring" of some forms of compensation into base salary that are currently creditable to the defined benefit account which, after the regulations become effective, will either not be considered creditable compensation or will be credited to a member's defined benefit supplement account.

The Board has negotiated an updated Superintendent addendum agreement to permanently restructure certain compensation into base salary to comply with PEPRA and the new CalSTRS creditable compensation regulations. Addendum Number Four only restructures the current compensation package for the Superintendent and does not increase compensation or result in any additional cost to the district.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves Addendum Number Four to the Superintendent's Contract.

- g. APPROVAL OF PRECONDITIONS FOR TIPS EDUCATION SPECIALIST INDUCTION PROGRAM (consent)

SITUATION

The Sequoia district currently sponsors an induction program for general education teachers who wish to clear their credentials (Teacher Induction Program at Sequoia [TIPS]). Currently, teachers with Education Specialist credentials must participate in a county program in order to clear the Education Specialist credential. This year, the district is writing a program for teachers with Education Specialist credentials so that they may also participate in the TIPS program, with professional development and mentoring specific to their credential and connected to our district and student needs.

The first step in this process is a set of preconditions that must be submitted to the state. The following precondition must be approved by the Board in order to submit the Preconditions Document to the Commission on Teacher Credentialing.

The Board of Trustees agrees to district sponsorship of an induction program for Education Specialist credential holders. This agreement includes verification of the following:

Once a candidate is accepted and enrolls in an educator preparation program, the sponsor must offer the approved program, meeting the adopted standards, until the candidate:

- i. completes the program;*
- ii. withdraws from the program;*
- iii. is dropped from the program based on established criteria; or*
- iv. is admitted to another approved program to complete the requirements, with minimal disruption, for the authorization in the event the program closes. In this event, an individual transition plan would need to be developed with each candidate.*

FISCAL IMPACT

None for approval of the Preconditions

RECOMMENDATION

That the Board of Trustees approves the preconditions of the TIPS Education Specialist Induction Program.

- h. APPROVAL OF READMISSIONS (consent)

SITUATION

Readmissions

When a student is expelled from the district the Board sets a date for the student to request readmission. Following the request for readmission, a committee meets to consider the request. The readmission committee is composed of site administrators, the student, his/her parents, and the district's Welfare & Attendance Advisor. Others who may have information to share regarding the student are also invited to attend. The student is required to provide some evidence of rehabilitation prior to being recommended for readmission to the district. If the Board has set any conditions for a student's readmission, the committee also ensures that the student has complied with the conditions.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the readmission committee's recommendation to accept five previously expelled students (names to appear in official minutes) back into the district.

10. SPECIAL RECOGNITIONS

- a. Superintendent's Commendations

11. 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

12. INFORMATION ITEMS

- a. REPORT FROM ATHLETIC DIRECTORS

SITUATION

Per the request of several Board members, the Athletic Directors will provide an overview of the athletic programs at each of the comprehensive high schools, the administrative and staff functions required to maintain these programs, as well as an overview of some of the challenges entailed in providing the facilities for the vast array of teams. Some of the factors that the Athletic Directors will focus upon include increased enrollment and the subsequent expansion of the athletic programs, responsibilities to charter schools to provide athletic facilities, as well as the administrative responsibilities associated with athletic and medical eligibility clearance.

- b. SITE REPORTS ON STAFF DEVELOPMENT DAY

SITUATION

On Monday, January 5, certificated employees spent the day in site-led staff development. Each site was asked to spend two of the day's hours offering additional School Loop training for employees. Beyond this allotted time, sites spent the day in a variety of school specific trainings. At the Board meeting, each site principal will give a report to the Board as to how the day was spent at their site.

- c. FINAL DRAFT OF EDUCATIONAL SPECIFICATIONS FOR FACILITIES

SITUATION

At the December 10, 2014, Board meeting Quatrocchi Kwok Architects (QKA) provided an update on the Facilities Master Planning work completed to date, Educational Specifications and the proposed Phase I projects at each campus. On January 14 QKA, the Executive Architect for Master Planning, and Enrique Navas will present the final version of the Educational Specifications for the Board's information, an update on Phase 1 Project Budgets, and the overall budget for Measure A.

13. DISCUSSION ITEM

- a. BOARD STUDY SESSION ON BUDGET

SITUATION

Board members have expressed interest to be more actively involved in the budget development process during its early stages. As such, it has been suggested to hold a Board Study Session on the budget to allow for a more in-depth discussion of priorities, needs, balances, and projections.

Staff is recommending that a study session be held on February 11, 2015, at 5:30 p.m. to discuss budget development as staff also begins the Local Control Accountability Plan (LCAP) process with community and staff.

Staff will present the current budget in a function format for easier analysis. The Board may also want to give staff direction on specific budget areas upon which it wants to focus.

b. **PROCESS FOR SELECTING SMALL SCHOOL THEMES**

SITUATION

The district has completed the acquisition of a small school site in San Carlos and will take title to a parcel in Menlo Park in March. Planning will need to begin to develop the themes for these small schools.

In November staff and parents participated in a strategic planning survey that included a section in which staff and the community provided input on particular themes under consideration. The themes of health science and computer science/digital arts were the most popular in all surveyed groups.

Staff proposes the following process to identify the themes for the two small schools:

1. A representative task force be formed which will oversee the process and make a recommendation to the Board.
2. A survey for grades K-8 parents be developed that more fully describes the possible options and more specifically gauges parent interest in one or more schools.
3. Members of the task force will make visitations to successful themed small schools to gather information.
4. Surrounding businesses and companies will be approached as to their interest and ability to support and/or actively participate.
5. Input will be sought out from the community college district in terms of interest, support, and participation.
6. College and career options for the themes under consideration will be evaluated.
7. Additional more specific input will be obtained from staff.

It is expected that the task force will complete its work this spring and its recommendation will then be brought to the Board. Given the more immediate need due to enrollment growth in the southern area of the district, the development of the Menlo Park small school will proceed first.

Staff seeks Board feedback on this approach to finalize the selection of small school themes.

14. **PUBLIC HEARING**

- a. None

15. **ACTION ITEMS**

- a. **CONSIDERATION OF ADOPTION OF RESOLUTION NO. 1532, CONDITIONING USE OF REAL PROPERTY ON COMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (by roll call vote)**

SITUATION

On December 10, 2014, the Board of Trustees of the Sequoia Union High School District adopted Resolution No. 1531 confirming the Superintendent's authority to enter into a purchase agreement for a property located at 535 Old County Road, San Carlos, California 94070, and authorized the Superintendent or his designee to complete the purchase transaction, including payment of the purchase price for the Property, subject to completion of any and all due diligence, analysis, and other review of the potential suitability of the property for possible future use by the District. On January 6, 2015, based on the Board of Trustees direction, the superintendent completed the purchase of the property.

The district intends to use the property for a new high school facility, but it has not yet undertaken or completed design, develop an educational program, or master planning of the property. The property was available to the District on favorable terms, but only if the District moved quickly on the purchase transaction. Consequently the District was limited in its ability to conduct a complete California Environmental Impact Act (CEQA) review of the intended use prior to acquisition or at this time. It should be noted that prior to completing the purchase of the property a Phase I environmental site assessment, a feasibility traffic study, and a pipeline safety hazard assessment were conducted. The preliminary results provided staff a higher level of confidence that this is a suitable location for school use.

In regard to the educational program to be offered, the Superintendent will be appointing a task force to evaluate and recommend a suitable program for a new school facility at this property.

FISCAL IMPACT

No impact to General Fund; all costs to be paid by Measure A bond funds and state-matching funds, if eligible.

RECOMMENDATION

It is recommended that the Board of Trustees approve Resolution No.1532 to do the following:

1. That the Board of Trustees conditions all future instructional use of the property located at 535 Old County Road, San Carlos, California, 94070, by the District, including but not limited to construction of school facilities or preparation of the property for such construction, on compliance with the requirements of CEQA before such use occurs.
2. That the Board of Trustees directs the District's Superintendent and/or his designee to cause the CEQA process to be undertaken and completed prior to any instructional use of the property by the District, and to include public outreach and disclosure during such process, consistent with the requirements of CEQA.
3. That the Board of Trustees commits not to utilize for instructional purposes or alter the existing property beyond any minimal maintenance or protection of the property in its current condition or testing of the property for future use unless and until it has complied with CEQA

b. CONSIDERATION OF APPROVAL OF REDWOOD TASK FORCE RECOMMENDATIONS

SITUATION

The Redwood task force has been meeting since September and is presenting the following framework to the Board for revamping its instructional program for credit deficient students.

1. Implement a full instructional school day for students

- (a) Default program is a six-period day with allowances
- (b) Maintain flexibility for students that need a shorter day

- (c) Increased school day will be beyond credit recovery to include themed Small Learning Community (SLC) classes
 - (d) Provide opportunity for later start time; inclusion of Quiet Time and other activities
 - (e) Maintain Redwood High School as a continuation school, which allows for greater instructional flexibility
 - (f) Align and strengthen transportation options for students
- 2. Transfer students who need Redwood as early as possible, primarily at the beginning of the 11th grade**
- (a) Appropriately use involuntary transfers, if necessary, to create opportunities for students with extremely low credits
 - (b) Develop a rubric for an educational plan
- 3. Implement Small Learning Communities**
- (a) Founded on engaging themes and linked to careers
 - (b) Create and support stronger student-teacher/staff relationships
 - (c) Develop students' social and emotional capacities
 - (d) Utilize research-based career pathways
 - (e) Utilize resources to develop SLCs
 - (f) Research machinist vocational education vs. engaging SLC themes
 - (g) Revamp and strengthen career exploration for all students
- 4. Reduce the number of fifth-year students with clear expectations and greater fidelity in practice**
- (a) Significantly reduce number of fifth-year students through earlier placement, more motivating and engaging programs, and the availability of Adult School classes leading to passage of the General Educational Development (GED) test or certificates of completion
 - (b) Minimize fifth-year students and the time enrolled in school
 - (c) Update expectations of fifth-year students
 - (d) Implement greater matriculation with Adult School
 - (e) Provide greater access to Redwood High School courses, Independent Study, or Adult School prior to a student becoming a fifth-year senior
- 5. Create Adult School satellite classes on site**
- (a) Students referred to Redwood High School will be placed appropriately to provide best opportunity to earn their high school diploma or equivalent.
 - (b) Adult School will have a permanent presence at Redwood and offer a GED alternative or the best opportunity for students to earn a diploma or the equivalent
- 6. Strengthen community partnerships with community colleges and other organizations such as JobTrain**
- 7. Begin the architectural redesign process of the school in the spring of 2015, with the goal to open new facilities in the fall of 2017**

Assuming Board support for this framework for instructional reform at Redwood, a new, smaller implementation subcommittee will be formed to develop the implementation plan and timeline. It is expected that implementation will take place over two to three years beginning in 2015-16.

A multi-year implementation plan is necessary in order to get all programmatic changes in place, especially those that require specialized facilities.

The goal will be for the new subcommittee to complete the implementation plan and present it to the Board later this spring.

FISCAL IMPACT

(to be determined)

RECOMMENDATION

That the Board of Trustees approves the recommendations for revamping Redwood High School's instructional program for credit deficient students made by the Redwood Task Force.

- c. ADOPTION OF RESOLUTION NO. 1533, AUTHORIZING REFUNDING OF 2015 GENERAL OBLIGATION BONDS (by roll call vote)

SITUATION

The district received general obligation bond authorizations in 2004 and 2008 and currently has one series of general obligation bonds outstanding from the 2004 authorization and three series of general obligation bonds outstanding from the 2008 authorization. The district may take advantage of current low interest rates and refund such bonds to generate savings for taxpayers who approved the prior bonds by issuing general obligation refunding bonds.

Bond refunding takes advantage of current interest rate conditions allowing the district to repay the outstanding general obligation bonds by making a new issuance of bonds. That is, the district refunds the bonds when it borrows more money to repay the money it already owes to bondholders. One may think of refunding as the district's refinancing of the outstanding general obligation bonds.

FISCAL IMPACT

Savings from the refunding of the district's general obligation bonds will be passed on to taxpayers within the district's boundaries. 2015 general obligation bonds will be passed on to property owners within the school district boundaries.

RECOMMENDATION

That the Board of Trustees adopts Resolution No. 1533, authorizing the issuance and sale of the Sequoia Union High School District's 2015 General Obligation Refunding Bonds.

16. BOARD OF TRUSTEES'/SUPERINTENDENT'S COMMENTS AND COMMITTEE REPORTS

17. ADJOURNMENT

POSSIBLE AGENDA ITEMS FOR THE FEBRUARY 4, 2014, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA

- a. Report on Co-teaching
- b. Report on Truancy Patterns
- c. Report on Measure A Construction Budget
- d. Report on Strategic Planning