

Approved Revised Minutes of Regular Meeting of the Board of Trustees
Sequoia Union High School District
Wednesday, March 18, 2015

Call to Order	The regular meeting of the Sequoia Union High School District Board of Trustees was called to order by President Weiner at 4:35 p.m., on Wednesday, March 18, 2015, in the Birch Conference Room at 480 James Avenue, in Redwood City, California.														
Recess to Closed Session	<p>The Board of Trustees recessed to Closed Session at 4:36 p.m. to:</p> <ol style="list-style-type: none">CONSIDERATION OF STUDENT DISCIPLINES/EXPULSIONSCONFERENCE WITH LABOR NEGOTIATORS, Agency Designated Representative: James Lianides; Employee Organizations: Sequoia District Teachers Association (SDTA)PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, pursuant to Government Code Section 54957														
Opened Public Session 5:42 p.m.	President Weiner opened the Public Session of the regular meeting at 5:42 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.														
Roll Call	<table><tr><td>Present:</td><td>Absent</td></tr><tr><td>Amanda Breslauer, Student Trustee</td><td>None</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>	Present:	Absent	Amanda Breslauer, Student Trustee	None	Carrie Du Bois		Laura Martinez		Alan Sarver		Chris Thomsen		Allen Weiner	
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Allen Weiner															
Pledge of Allegiance	Trustee Martinez led the Board of Trustees and audience in the Pledge of Allegiance.														
Oath of Office	<p>President Weiner introduced Trustee Laura Martinez, who was appointed as SUHSD Interim Board Member on March 11, 2015. Trustee Martinez will reside on the Sequoia district Board through December 3, 2015.</p> <p>President Weiner administered the Oath of Office to Trustee Laura Martinez.</p> <p>Executive Director of the East Palo Alto Senior Center, Mrs. Grant, said she would always be honored as the Mayor of East Palo Alto and knows that Trustee Martinez will do well as a member of the Sequoia Union High School District Board of Trustees.</p> <p>Vice Mayor of the East Palo Alto City Council, Donna Rutherford, congratulated Trustee Martinez and said she will be an asset to the SUHSD Board.</p> <p>President Weiner advised that having a Board representative from the East Palo Alto community is very gratifying. He thanked everyone for coming this evening and giving us one of your children.</p>														
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 the Agenda	On a motion by Trustee Thomsen, seconded by Trustee Du Bois, the Board of Trustees approved the Agenda.														
Report out on Closed Session	President Weiner said the Board took action in Closed Session to unanimously approve, by a vote of four in favor, Trustees Du Bois, Sarver, Thomsen, and Weiner, with zero against, to expel Student No. 2014-15-23 and 2014-15-24 (names to appear in official minutes)—expel for the spring 2014-2015 semester and the fall 2015-16 semester and establish December 15, 2015, as the date the students may apply for readmission.														
Amended Consent Calendar	<p>Removed and voted upon later in the meeting.</p> <ol style="list-style-type: none">Approval of Minutes for February 25 and March 4, 2015, Board MeetingsRecommendations of Approval/Denial of Sabbatical Leave Requests for 2015-16														

Approval of Amended Consent Calendar	On a motion by Trustee Thomsen, seconded by Trustee Sarver, the Board of Trustees approved the amended Consent Calendar. Voting “yes,”— Student Trustee Breslauer; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting “no”—none, and absent—none.
Approval of Personnel Recommendations	On a motion on the Consent Calendar, the Board of Trustees approved the Personnel Recommendations and the Addenda as indicated.
Approval of Field Trips	On a motion on the Consent Calendar, the Board of Trustees ratified the field trip request for Menlo-Atherton High School’s Robotics Club trip to University of California Davis on March 18-21, 2015. That the Board of Trustees approved the field trip requests for East Palo Alto Academy (EPAA) students to Humboldt State University on May 6-7, 2015; Menlo-Atherton High School students to Colorado and Guatemala on June 7-23, 2015; Redwood High School students to Sims Metal Management & MSI on April 15, 2015; Sequoia High School students to Squaw Valley Resort on March 28, 2015, Health Careers Academy to Los Angeles on May 14-16, 2015; and Woodside High School’s JV Softball team to Watsonville on March 28, 2015, and the Black Student Union (BSU) to Modesto on March 20-22, 2015.
Adoption of Res. No. 1542, Designating Representatives to State Allocation Board	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1542, Designating District Representatives authorized to approve all state-matching fund applications as required by the State Allocation Board.
Approval of Warrants	On a motion on the Consent Calendar, the Board of Trustees approved the Warrants for February 2015, totaling \$4,255,595.43
Acceptance of Monthly Financial Reports	On a motion on the Consent Calendar, the Board of Trustees accepted the Monthly Financial Reports for February 2015.
Authorized Declaring Property as Surplus	On a motion on the Consent Calendar, the Board of Trustees declared the listed items as surplus property, obsolete and unsuitable for use, and authorized the Superintendent to dispose of these surplus items in accordance with Education Code provisions.
Approved Contract for Elevator Maintenance & Repair	On a motion on the Consent Calendar, the Board of Trustees approved the amended contract with KONE, Inc. for elevator maintenance and repairs in an amount not to exceed \$39,876.
Approval of CAHSEE Waivers	On a motion on the Consent Calendar, the Board of Trustees approved the California High School Exit Exam (CAHSEE) waivers requested.
Approval of Instructional Calendar for 2016-17	On a motion on the Consent Calendar, the Board of Trustees approved the SUHSD Instructional Calendar for 2016-17.
Approval to Purchase Modular Classrooms for Interim Student Housing at Menlo-Atherton	On a motion on the Consent Calendar, the Board of Trustees approved the purchase of three modular classroom units at a cost of \$211,889 for the Menlo-Atherton High School G-Wing interim housing project.
Approval of Agre. w/Verizon for Light Standard Cell Tower at M-A	On a motion on the Consent Calendar, the Board of Trustees approved the licensing agreement with Verizon Wireless to utilize a light standard as a cell tower at Menlo-Atherton High School.
Adoption of Res. No. 1543 for Committed Fund Bal. for Adult Ed. & Deferred Maintenance Fnd.	On a motion on the Consent Calendar, the Board of Trustees adopted Resolution No. 1543, for Committed Fund Balances in Fund 11, the Adult Education Fund, and in Fund 14, the Deferred Maintenance Fund.
Special Recognition	
Superintendent’s Commendations	None
Public Comment	None

Correspondence	President Weiner read a letter dated February 18, 2015, from Carlmont Parent Jennifer Benelli that contained words of praise for her son's instructors Luz Cisneros, Michal Nozik, and Patricia Braunstein. Trustee Weiner noted that he had written a letter to Ms. Benelli, thanking her for the letter.
Approval/Denial of Sabbatical Leave Requests for 2015-16	<p>Superintendent Lianides noted that staff has received additional material in regard to the sabbatical application submitted by Betsy Snow, and staff considers it a strong proposal and recommends approval of Ms. Snow's proposal as well. Therefore, the recommendation has been revised and includes approving two sabbatical leave requests.</p> <p>On a motion by Trustee Thomsen, seconded by Trustee Du Bois, the Board of Trustees approved the sabbatical requests for Stacy Wenzel for the full 2015-16 school year and Elizabeth Snow for the spring 2016 semester and denied the sabbatical leave requests for Karol-Ann Coleman and Maureen Reich-Svenson.</p> <p>Sequoia District Teachers Association (SDTA) President Edith Salvatore said SDTA is very pleased with the way the process worked this year.</p>
Report on Open Enrollment	<p>Director of Student Services, Donald Milhaupt, reported that the Open Enrollment process went well this year and the results look good; he thanked the Superintendent for putting the boundary reassignments in place. Open Enrollment began on October 1, 2014, when mailings went out to middle school families, and it ended on February 20, 2015. There were 497 requests, which is a significant reduction from last year, and 414 (83 percent) of requests were approved. The lower numbers are due to the new enrollment boundaries that assign students to their home schools that are in closer proximity to their residence. Students will be following their cohort of classmates to the same school.</p> <p>Director Milhaupt advised that 64 sibling transfer requests were granted; ninth-grade boundary exceptions were reviewed and prioritized; 100 percent of requests were granted for Carlmont, Sequoia and Woodside high schools, and no requests were granted for Menlo-Atherton (M-A). A waiting list for M-A has been established and will close on April 13. The Superintendent noted that if a higher than anticipated number of entering ninth graders at M-A choose private schools or charter schools, district staff will be able to draw down the 28 student wait list based upon boundary preferences adopted by the Board last year. Mr. Milhaupt noted that Adjustment Transfers are only for compelling health and safety reasons and are available to all students.</p> <p>In response to a question posed by Trustee Thomsen, Mr. Milhaupt said that 100 percent of Tinsley Transportation students' requests were honored.</p> <p>Trustee Sarver said this data supports the early work we are doing at M-A and the future small school in Menlo Park; and he noted that this is a helpful report that will guide us moving forward.</p> <p>In response to a question posed by President Weiner, Mr. Milhaupt said that parents were notified of the public lottery results the first week in March. Dr. Lianides advised that staff told parents upfront that transfer requests cannot be rescinded.</p>
Report on SUHSD Dashboard	<p>Superintendent Lianides reported that this is the third year of presenting the SUHSD Dashboard. When looking at numbers and outcomes, this is the original ninth-grade class that started in the district four years earlier. The sum of our graduation rate and drop-out rate does not equal 100; these numbers and the state's data will not be the same. Dr. Lianides noted that a fair number of those drop-outs are still enrolled, attending class, and are credit-deficient. Some end up being fifth-year seniors. The Superintendent said a new indicator has been added to look at where students are at the end of the tenth grade.</p> <p>Superintendent Lianides reported a nice trend and significant growth in the "a-g" (college requirement) completion rates. He noted there are now two Advancement Via Individual Determination (AVID) classes at each comprehensive high school, also contributing to the positive trend are Advanced Placement/International Baccalaureate (AP/IB) participation and passage rates.</p>

The Superintendent reported that 71 percent of ninth graders passed their classes and are on track to graduate, which reflects the support provided by Aspirations Advocates. He noted there will be additional support provided second semester to these students.

New this year is data on tenth grade credits and Grade Point Averages (GPAs), which is a true indicator of students on track and who have earned 120 credits. The end of the tenth grade is mid-point in a student's high school career.

Dr. Lianides reported not much of a change in attendance over the years. Clearly the attendance at Redwood, where our most at-risk students attend, is an issue. This has been the focus of the Redwood Task Force, along with concern about fifth-year seniors. Superintendent Lianides reported that suspensions are on an overall downward trend. It is important to note that prior to 2011-12 the district expelled over 80 students per year, and the district's new norm is 30 expulsions per year.

Trustee Du Bois said she likes data mixed with qualitative information. She feels the Board's focus should be on fifth-year seniors. She is concerned we are losing some students and asked if there is a different way to look at the information.

Director of Research and Evaluation Brandon Lee said staff did look at extra-curricular programs and noted if students are connected that is an indicator of success.

Trustee Thomsen said the data provides an overview of what is happening in the district. He said he recognized the problem of the measurement of graduation rates; noted that it would be useful to have a longer time frame for the trend data, and said staff did an incredible job in producing the Dashboard. It is an important tool to be used in the management of the district; now it is time to present data in conjunction with the Strategic Plan. He asked what has and has not been working and what are the conclusions drawn from the data.

Superintendent Lianides said clearly great numbers of our students are making good progress; what the data points out is that our at-risk students are challenged. He is concerned about the attendance rates at Redwood, however, there are action steps in place. Overall our subgroups are moving in the right direction. The most at-risk students still need attention.

President Weiner said there is a strong correlation between attendance and academic success, and it is important for staff to come back with strategies for what we are going to do about attendance.

Trustee Sarver said that one dramatic change was the "a-g" completion rates. When looking at new programs for special populations we are seeing the effectiveness of the programs. He commented that there needs to be a positive approach when looking at fifth-year seniors, which is a special population of students. Trustee Sarver said he supported looking at trends and also policy implications.

Trustee Laura Martinez said she would be interested in seeing five-year data especially around attendance at Menlo-Atherton High School. She would like to have discussions about attendance and truancy and would like to know more about support programs.

President Weiner said **a most important benefit of the Dashboard is that it produces accountability.** With respect to attendance, we are looking to staff as to what those policy interventions should be. President Weiner said he saw **particularly acute outcome challenges for** special education and **English language learner groups** and requested reports from staff. He noted that intervention should be focused on when and **within which groups** gaps emerge.

Superintendent Lianides advised that attendance is one of the most difficult areas to address. He said the Redwood Environmental Academic Leadership (REAL) program motivates students to attend school; and Aspirations Advocates has a similar approach. There are steps in place to reach out to at-risk students and we are looking to expand the outreach.

President Weiner suggested putting together a student task force around these issues in the fall. Trustee Sarver said by engaging the student voices, we should obtain a perspective of what the turning points are for students when they realize they needed to engage in order to attain success.

Update on Phase One Projects &
Facilities Master Planning

Chief Construction Officer Matthew Zito reported that the Phase One construction drawings are 90 percent complete.

Architect Aaron Jobson of Quattrocchi Kwok Architects (QKA) reported that the Menlo-Atherton and Sequoia high schools' master plans will be presented this evening and the Board will receive updates as the plans go through the Department of State Architects (DSA).

Architect Katia McClain of LPA presented an update on the Menlo-Atherton 11 modular classroom project located in I-Wing, which is near the basketball courts and the new location for G-Wing. The 21st century learning environment will bring the outside in and will address the flow of the space connecting I-Wing, the basketball courts and restrooms, and it also addresses the flood concerns on site. Ms. McClain described the master plan of the interior space on floors one and two, which includes flexibility, control and a variety of options. The spaces are sustainable, with transparent connections described in the building design. The court yard is a key component and provides different spaces for the students to learn outside and inside.

In response to a question posed by President Weiner, Mr. Zito advised that there are many dollars involved in the cost of this project, and it is very challenging to change the plans after the project is submitted to DSA.

In response to questions posed by Trustee Thomsen, Mr. Zito said these are general-use classrooms for math, social studies, and English. The Partnership Academy will house content teachers and will allow for collaboration, flexibility, and can be utilized as an after school learning center. The rooms are connected for teachers to link up and work as a team. Mr. Zito said the Career Technical Education (CTE) and science spaces are highly specialized; whereas there is not much variation in the classrooms for other subjects. Mr. Zito advised that the plans were within the budget.

In response to questions posed by Trustee Sarver, Ms. McClain advised that the location of the new classrooms is in the best area for all activities. It is closer to Middlefield Road, and there will be a pathway through the campus along the east side.

Chief Construction Officer Matthew Zito said obtaining the California Environmental Quality Act certification is a lengthy process and has statutory timelines. We will probably need to schedule a special Board meeting in July.

In response to a question posed by Trustee Martinez, Mr. Zito said there will be two bike cages on campus, one will be placed alongside the tennis courts; also there will be a storage area for skate boards and electric vehicle charging stations.

Student Trustee Breslauer suggested also providing priority car pool parking, which is being done at Gunn High School.

In response to a question posed by Assistant Superintendent Enrique Navas, Mr. Zito advised that Phase One is a ten-classroom building and one learning center for a net increase of 11 classrooms; Phase Two contains construction of six labs which is a total 17 new classrooms. We also need to address food services and office space, which will provide the school with a total of 22 additional rooms. The challenge is how to fit the buildings and ensure that the campus looks good. The small school with 16 classrooms may eliminate the need for that last group of rooms.

Mr. Zito reported that with the assistance of Spencer Architects we will be returning part of the district property back to Sequoia High School.

Spencer Architects President Steven Bowers and Usha Narayan said Sequoia High School Phase One projects are driven by the need for more classroom space based on enrollment. The master plan committee suggested designing ten classrooms in Phase One. Ms. Narayan advised there would be two science labs, and eight regular classrooms reconfigured with the option to change into conference rooms. The classrooms will have writing boards on all walls, flexible furniture, and electrically-operated folding partitions.

In response to questions posed by Trustee Thomsen, Usha Narayan said the Invention Court is basically an outside area for experiment projects. In regard to the 21st century classroom, the concepts between M-A and Sequoia are similar but applied in different ways because each school has different priorities. We also work closely with Walter Haub, Director of Maintenance and Operations, to design standards and review each phase prior to plans being submitted to DSA.

Trustee Sarver noted that there had been plans for a two-story structure, which is now a single story classroom building. Steven Bowers advised that the plan changed due to cost—there is a savings of \$1.5 million by constructing a one-story building. He noted that many teachers desire having access to the outdoor space. Also planned is an Americans with Disabilities Act (ADA) accessible path from the existing campus to the new construction.

In response to a question posed by Assistant Superintendent Navas, Spencer and Associates President Bowers advised that there are two new projects at Sequoia High School; the existing food prep area will be converted into a Culinary Arts facility, and Room 128 will be converted into a Science classroom. These projects should be complete by January 2016. Mr. Bowers said the Maintenance and Operations Department is moving off campus, and that area will be re-purposed for student parking; there will be district parking on the west side, and a building will be demolished to provide additional student parking. Mr. Navas said we are consulting with a traffic engineer concerning the entry and exit roads into campus.

In response to a question posed by Trustee Martinez, Mr. Bowers advised that the small structures on the fire lane are food trucks because additional food service areas are needed.

In response to a question posed by President Weiner, Mr. Bowers confirmed that the Sequoia High School project was on budget.

Aaron Jobson reviewed the master plan for Menlo-Atherton High School. Mr. Jobson described the process and said there has been community engagement; he reviewed the next steps.

(There was a brief five-minute recess.)

Katia McClain advised there are currently 2100 students enrolled at Menlo-Atherton with 2600 projected by 2020. She noted that the draft Master Plan for Phase One includes more support spaces. Meetings have been held with students, parents, and teachers; there were also meetings with Maintenance and Operations staff to develop a Five-year Repair Plan. The draft Master Plan for Phase Two includes additional Science labs, new food service support spaces and expanding the number of restrooms. Ms. McClain advised that Phase Three includes improvements to existing facilities such as Pride Hall, and the conversion of basic labs to Chemistry labs. Long-term items identified by the site committees include additional parking. Katia McClain noted that Phase One is on budget and contains a Five-Year Capital Repair Plan. The Phase Two proposed master plan includes demolition of one tennis court for the six classroom building. Phase Three includes lighting and power upgrades.

In response to a question posed by Trustee Du Bois, Matthew Zito advised that Menlo-Atherton will not feel like a small school. He said this is the great challenge; staff is working on creatively fitting buildings on to an already full campus.

In response to questions posed by President Weiner, Mr. Zito said we have moved ahead very quickly and the challenge is keeping ahead. Architect Jobson said that the draft Master Plan for Phase Two has been discussed with the site committee. Enrique Navas advised that the Five-year Capital Repair Plan matches the Deferred Maintenance List; to clarify, bond counsel advises that bond money cannot be spent on maintenance projects—they need to be Deferred Maintenance projects.

In response to a question posed by Trustee Sarver, Matthew Zito advised that the district will be eligible to receive both modernization and new construction funding; there is an opportunity to capture limited money. Each of the campuses built in 1950 will start wing replacement projects. Some of those projects will be necessary when the buildings start to age-out and will be funded by state money, interest income, and Deferred Maintenance money.

Presentation of SDTA Initial
Bargaining Proposal to District
for 2015-16

Sequoia District Teachers' Association (SDTA) President Edith Salvatore presented the initial bargaining proposal. She advised that we were successful in closing a two-year contract in the fall with two reopeners, and SDTA has selected the reopeners to be Class Size. Ms. Salvatore noted that her constituents hope that the bulk of the bargaining can be completed this year, prior to the start of the new school year.

Approval of Second Interim
Financial Report

Assistant Superintendent Enrique Navas said the district submits the required Interim Financial Report to the San Mateo County Office of Education who forwards it to the State Board of Education. Mr. Navas highlighted the Assumptions built into the Multi-Year Projections (MYP), reviewed expenditures that included additional staffing of .8 Full Time Equivalent (FTE) teachers to accommodate enrollment, the Adult Education program, retiree benefits of \$2.3 million, and employee health care benefits.

President Weiner stated that health care benefits are a negotiated item. The Assistant Superintendent went on to say there will be increases for the State Teachers' Retirement System (STRS) and California Public Employees Retirement System (CAPERS) in 2016-17, as well as big increases in utilities and water. Also included is the cost of \$200,000 for the upcoming board election in November. The current year is running a \$2.9 million deficit, with healthy reserves projected for budget year 2015-16. The MYP includes \$2.3 million for the "pay-as-you-go" contribution for the current cost of retiree benefits.

Mr. Navas described the situation with the required State Rainy Day Fund, its impact on district reserves, the benefits of high reserve levels, and described what steps district staff can take to prepare in the event that Senate Bill 858 reserves cap provisions come into effect. It should be noted that the district may request the San Mateo County Superintendent of Schools to waive the reserve cap limit for up to two consecutive fiscal years within a three-year period. Enrique Navas reviewed next steps for the Local Control Accountability Plan (LCAP), aligning priorities, collective bargaining, and the Governor's May Revise.

In response to a suggestion by Trustee Thomsen, Mr. Navas said he would research setting up a committed reserve that would take us to the reserve cap and addresses enrollment growth. The Superintendent noted that there were restrictions on taking that action.

Trustee Sarver said we have talked about a supported lobby effort to rescind the cap. If there are some active coalitions we should join our intent is to do so.

President Weiner noted that the Board has adopted a resolution in support of rescinding the cap.

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

Approval of Minutes for
2/25/15 & 3/4/15, meetings

On a motion by Trustee Du Bois, seconded by Trustee Sarver, the Board of Trustees approved the minutes for the February 25 and the amended minutes for March 4, 2015, Board meetings. Voting "yes,"— Student Trustee Breslauer; Trustees Du Bois, Sarver, Thomsen, and Weiner; voting "no"—none, abstained—Trustee Martinez, and absent—none.

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

Superintendent Lianides reported meeting with the leadership of Redwood City Elementary and Ravenswood City Elementary districts and Startup to look at ways to articulate and strengthen programs together. The Superintendent met with SamTrans management, the Superintendent of Belmont Redwood Shores, and Carlmont to coordinate school start times, transportation and traffic patterns. Also discussed with SamTrans was transportation to our new Menlo Park site by combining a run to East Palo Alto and North Fair Oaks. The interviews for the two Principal positions will be held on April 23.

President Weiner suggested a future agenda item to discuss whether there is interest in a Board Retreat.

Trustee Sarver said he attended a public meeting at Carlmont where the Four Corners group presented options for traffic flow on Alameda de las Pulgas. There were 30 residents in attendance;

at first there was skepticism and then general acceptance. The Four Corners group met again to work on concepts. Trustee Sarver said he looks forward to the CTE Task Force meeting later this week, the Career Fair at Cañada College, and Heart Screening at Sequoia High School.

Trustee Du Bois said she attended “Zap the Gap” conference at San Mateo County Office of Education, and the Adult School event hosted by Cañada College. She also attended a reception and encountered Dana Tom, who is a highly-regarded board member and is now facilitating retreats. Mrs. Du Bois suggested that this Board might consider him for our retreat.

Trustee Thomsen said San Francisco Unified School District offered a trial youth ethnic studies course which lifted GPAs and performance. He offered to look further into the process if there was interest.

Trustee Martinez thanked the Board for welcoming her. She advised that on her application she indicated she could not attend the May 20 Board meeting; she also has a conflict on April 1 and will be out of the country at that time.

Meeting Adjourned at 9:41 p.m.

On a motion by Trustee Thomsen, seconded by Trustee Martinez, the Board of Trustees adjourned its meeting at 9:41 p.m.

Respectfully submitted,

Allen Weiner, President

Alan Sarver, Clerk