

Approved Revised Minutes of Regular Meeting of the Board of Trustees  
Sequoia Union High School District  
Wednesday, May 6, 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 4:34 p.m., on Wednesday, May 6, 2015, in the Birch Conference Room at 480 James Avenue, in Redwood City, California.	
Recess to Closed Session	The Board of Trustees recessed to Closed Session at 4:35 p.m. to: <ul style="list-style-type: none"><li>a. CONSIDERATION OF STUDENT DISCIPLINES/EXPULSIONS</li><li>b. CONFERENCE WITH LABOR NEGOTIATORS, Agency Designated Representative: James Lianides; Employee Organizations: Sequoia District Teachers Association (SDTA)</li><li>c. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, pursuant to Education Code Section 54957</li><li>d. PUBLIC EMPLOYEE APPOINTMENT—PRINCIPAL OF EAST PALO ALTO ACADEMY</li></ul>	
Opened Public Session 5:35 p.m.	President Weiner opened the Public Session of the regular meeting at 5:35 p.m. in Birch Conference Room at 480 James Avenue, Redwood City, California.	
Roll Call	<b>Present:</b> Amanda Breslauer, Student Trustee Carrie Du Bois Laura Martinez Alan Sarver Chris Thomsen Allen Weiner	<b>Absent</b> None
Pledge of Allegiance	Student Trustee Amanda Breslauer led the Board of Trustees and audience in the Pledge of Allegiance.	
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 as Amended	<p>Superintendent Lianides suggested moving up on the Agenda, Item 11b. Presentation of Quaglia Institute of Student Aspirations, to be presented prior to Item 11a.</p> <p>On a motion by Trustee Thomsen, seconded by Trustee Martinez, the Board of Trustees approved the Agenda as amended.</p>	
Report out on Closed Session	<p>President Weiner said the Board took action in Closed Session to unanimously approve, by a vote of five in favor, Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner, with zero against, to expel students numbered 2014-15-28, 2014-15-29, 2014-15-30, and 2014-15-31 (names to appear in official minutes)—expel for the spring 2014-2015 semester and the fall 2015-16 semester and established December 15, 2015, as the date the students may apply for readmission.</p> <p>President Weiner reported that the Board took action in Closed Session and three members voted in favor with two members against, to rescind the non-reelection of Case Number 7506 dated March 4, 2015.</p> <p>President Weiner reported that the Board took action in Closed Session to unanimously approve, by a vote of five in favor, Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner, to appoint Amika Guillaume Principal of East Palo Alto Academy.</p> <p>Superintendent Lianides said we look forward to working with Principal Guillaume for many years; and this appointment brings the district's partnership with Ravenswood City Elementary District even closer together.</p> <p>President Weiner congratulated Principal Guillaume and said that the Board was excited about her appointment as principal.</p>	

Amended Consent Calendar	Removed and voted upon later in the meeting.
	8a. Approval of Minutes for April 15, 2015, Board Meeting
	8e. Approval of Cyber High Contracts
Approval of Amended Consent Calendar	On a motion by Trustee Sarver, seconded by Trustee Du Bois, 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 Carmont High School’s Golf team to go to Carmel on May 5-6, 2015. On a motion on the Consent Calendar, the Board of Trustees approved the field trip requests for Carmont High School’s Golf team to travel to Carmel on May 11-12, 2015; EPAA Advisory students to Ocean Beach on May 14, 2015, Yosemite National Park on May 15-17, 2015, students to Lake Tahoe on May 22-24, 2015; Menlo-Atherton High School’s students to San Francisco and Auburn on May 22-24, 2015; Sequoia High School’s English Learner students to Pier 33 and Alcatraz Island on May 20, 2015; Woodside High School’s Special Education students to Foster City on May 14, 2015, Special Education students to Mount Hermon on May 19, 2015, and CTE students to Mexico on July 2-8, 2015.
Approval of Summer Reading Textbooks for all Sites	On a motion on the Consent Calendar, the Board of Trustees approved the summer reading textbooks for all sites.
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.
Authorization to Award Bid for Uninterrupt. Power Supply Equip.	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent to award the bid for Uninterruptable Power Supply Equipment to OM Office at the low bid price of \$164,999.
Authorization to File Notice of Completion	On a motion on the Consent Calendar, the Board of Trustees authorized the Superintendent to file a Notice of Completion for Gonsalvez and Stronck to construct the Bus Wash and Fueling System project at the new Transportation and Maintenance facility at 1061 Douglas Avenue, Redwood City.
Approval of Designation 2015-16 CIF Representatives to the League	On a motion on the Consent Calendar, the Board of Trustees designated the principals, vice principals, and athletic directors at Carmont, Menlo-Atherton, Sequoia, and Woodside high schools as its representatives to the California Interscholastic Federation for 2015-16.
Approval of Installation of Gym Bleachers at Carmont HS	On a motion on the Consent Calendar, the Board of Trustees approved hiring First Service in the amount of \$40,137 to remove the old bleachers and install a new bleacher system in the Gymnasium at Carmont High School.
Superintendent’s Commendation	Superintendent Lianides announced he had just received a letter of resignation from Assistant Superintendent David Reilly who will be moving on to the Elk Grove Unified School District. The Superintendent recognized Assistant Superintendent Reilly’s commitment and inspiration he has given this district as a teacher, vice principal, principal and now assistant superintendent. He has enjoyed working with Mr. Reilly and wished him all the best.
Public Comment	None
Correspondence	None
Presentation of Quaglia Institute of Student Awareness	Founder of Quaglia Institute of Student Awareness Dr. Russ Quaglia provided an overview of the work being done both nationally and internationally. The growth has included initiatives around student voice and expectations; with involvement by every staff member and student when talking about gaps in relationships, participation, and expectations.

He plans to create demonstration sites for building internal capacity to work with challenging kids and moving them forward. The work includes documentation and research, and a tie-in to Quaglia's international demonstration sites.

Dr. Michael J. Corso, Chief Academic Officer of Quaglia, said an Expectations Framework is developed which sets goals for the future while inspiring students in the present. The highest goal is to support students to achieve their potential. Dr. Corso described the three guiding principles for student development: Self Worth, Engagement, and Purpose.

In response to a question posed by President Weiner, David Reilly advised that the Aspirations Advocates program is doing good work this year and will continue to build upon its success. It is measuring academic progression by building program at the four schools together; each student develops an Aspirations Action Plan, builds internal capacities by connecting with other students and adults, and provides leadership opportunities for these students. Plans to address challenges include building more community involvement and connecting students with post secondary opportunities.

In response to a question posed by Trustee Du Bois, Dr. Quaglia said the program can work in the comprehensive high schools with a balanced model; the students become the leaders of others coming into the system.

Assistant Superintendent Reilly noted that segregating kids is counterintuitive to developing a sense of belonging. We are at a crucial moment in time if we embrace this framework districtwide, these students can satisfy the "a-g" college requirement and attain leadership skills.

In response to questions posed by Trustee Thomsen, Dr. Corso said academic performance data is collected and when motivation is improved, academic performance data rises. There is data that shows the correlation that when the eight conditions are utilized, test scores improve. Dr. Quaglia said we are working with learning management systems to track students. He advised that school boards definitely need to be involved and support the program.

In response to questions posed by Trustee Martinez, Dr. Brian Connelly, Senior Field Specialist, advised the program takes place both during and after school. The Aspirations Advocates program focuses on 100 students identified at each of the comprehensive high schools.

Trustee Sarver said we are also seeing the Small Learning Communities program built around these goals which also helps students embedded in the comprehensive high schools. I know David Reilly was taking a leadership role in moving forward and trust this progression will continue.

In response to questions posed by President Weiner, Dr. Russ Quaglia advised framework implementation is successful when students have a sense of self-worth; measures for the school include fewer tardies, absences, and expulsions; plus more post-secondary education successes.

Principal Burbank said a school's common language is developed when everyone speaks a common language.

Public Comment

None

Correspondence

None

Update on Smarter Balanced  
Assessment Consortium

Director of Research and Evaluation Brandon Lee advised that only 11<sup>th</sup> graders are administered the Smarter Balanced Assessment Consortium (SBAC) online test which started on April 8 and continues through June 4, 2015. Thus far 80 percent of SUHSD students have completed each of the four tests. School staff is currently in the process of ensuring the other 20 percent of students have the opportunity to complete the full battery of assessments. The test window for Redwood High School's 11<sup>th</sup> graders is May 4-22, 2015. Mr. Lee reviewed the process for teacher training and student support training sessions. He said the district is on track to have 95 percent participation by all 11<sup>th</sup> grade students, and the goal is 100 percent.

Director of Instructional Technology Robert Fishtrom reported that the majority of the testing has taken place and the technology has held. A fantastic infrastructure has been built to maintain teaching and learning environments.

Director of Professional Development and Curriculum Kristin Stout said this is a big transition for both staff and students; with the increased amount of Chrome Book carts 11<sup>th</sup> graders had the opportunity to utilize practice tests. She reviewed the curricular focus areas.

Brandon Lee noted that two letters were sent to parents in addition to a link placed on the district's web site. A letter will be sent out to parents and students reporting the test results.

In response to questions posed by Trustee Sarver, Mrs. Stout said we have been working with teacher leadership to identify the best process for distributing the data. Mr. Lee said the number of students taking the assessments has been closely monitored, and preliminary results will be available on May 26-27. It will be several years into the process before meaningful results are received.

Trustee Thomsen said long-term he is interested in seeing a balance of formative assessment and effort aligned with the data received.

In response to a question posed by President Weiner, Robert Fishtrom said the student's issue in question did not have to do with equipment; he advised that the assessment process is a complete culture shift, and we are working within the state's system.

In response to questions posed by Trustee Martinez, Brandon Lee said permission for students opting out of the assessment had to come from a parent specifying what test they were opting out of.

Woodside Instructional Vice Principal Diane Mazzei reported all students and staff were given the location of the Chrome Book calculator, and the logistic administration was effortless. However, some students said they did not like looking at a monitor for four hours. Students respected the process and trusted the adults in the room.

Carlmont Instructional Vice Principal Ralph Crame said what made it easy for parents to opt out was the timing and the fact that many activities were planned during that week. Moving forward we are not going to give all four tests in a two-day period, which will lessen the stress. We plan to send a letter to the parents of the students who opted out advising that there is still time for their student to complete the assessment.

Menlo-Atherton Instructional Vice Principal Stephen Lippi reported surveying teachers, and they liked the idea of getting the assessments out of the way.

Sequoia High School Administrative Vice Principal Mike Kuliga reported the Chrome Books were easy to use, however, more Chrome Books were needed.

East Palo Alto Academy Vice Principal Sofia Hibbs reported the assessments were administered over two days, which the students liked. There were very few problems.

President Weiner suggested doing a better job of sending out clearer communications to parents about the district staffs' enthusiastic acceptance and support of Common Core and the Smarter Balanced Assessments.

In response to a question posed by Student Trustee Breslauer, Dr. Lianides said the assessments are a report card for the school.

#### Discussion of Proposed Academic Integrity Policy

Assistant Superintendent of Educational Services, Bonnie Hansen reported that during the past school year staff has worked with the instructional vice principals, principals, school site councils and legal counsel to develop this district-wide Academic Integrity Policy.

President Weiner suggested that Board members e-mail staff with their editorial comments/suggestions.

Trustee Du Bois commented that she would have liked the Board to provide input earlier in the process. She did not like suspending students when they cheat and suggested that the policy be as restorative as possible.

Assistant Superintendent Hansen advised that the issues of cheating and plagiarism have become more prevalent as technology and the stakes for students have risen. It is important to have a policy that is clear to all staff, parents and students. This district-wide policy will include a communication effort prior to implementation. Mrs. Hansen noted that the first consequence is a restorative conversation with the student and doesn't become suspendable until a second incident occurs.

Trustee Thomsen noted the importance of illustrating the expectation that all work be original. In the *Procedures* policy section the timeliness of reporting should be defined. In the *Consequences* section there seems to be conflicting statements concerning academic and most severe consequences.

President Weiner said he would like to leave our teachers the discretion to **impose a sanction of less than giving a zero on the statement in question**, however a statement should be included what we think the **typical** consequences should be.

Assistant Superintendent Hansen said staff will revisit the proposed policy under *Procedures and Consequences*.

Trustee Thomsen stated under *Letters of Recommendation* that while the teacher writes the letter, it is not an independent activity, and the district has some obligation to be notified of changes.

Student Trustee Breslauer suggested including a statement that students will not access electronic devices (phones) during tests. She suggested lessening points awarded for homework because it is easier to cheat on homework than to cheat on a test.

World Language Instructor Edith Salvatore requested a policy statement that students will not have access to electronic translators during testing.

President Weiner said the proposed policy will be brought back for discussion on May 20. Superintendent Lianides advised that the new policy will need to be in place for the 2015-2016 school year.

#### Update on Strategic Budgeting & 2015-16 Budget Development

Trustee Du Bois asked about funding for specific programs such as Team Ascent, Compass, and the Redwood budget. She suggested including the category and a corresponding priority of the district. Going forward we may need to increase items such as College and Career Counseling, and there is the complexity of overlap in categories. President Weiner said we heard from College and Career Counselors that they would like to meet earlier with the ninth and tenth grade students. Assistant Superintendent Bonnie Hansen said she agreed that there could be more College and Career Counselors and asked from where the resources will come.

Trustee Sarver noted that programs being supported by outside funding should be identified by looking at the distinction between level of services and the funding coming from the General Fund. In response to a question posed by Trustee Sarver concerning Career Technical Education, Quaglia, and academies, Mrs. Hansen said she would send a revised document to the Board members. When looking at Core Instruction and program, it would be helpful to have notes about the student-teacher ratio.

Superintendent Lianides said staff is considering adding more time for Athletic Directors and discretionary money and health benefits for Theatre Managers. We are waiting for the Governor's May Revision to be presented and will then address those areas in the budget for 2015-16.

President Weiner noted one of the challenges is English Language Learners, and it would be interesting to have information presented concerning how those resources are being spent. It seems that progress stops at long term English Language Learners, which is a large population with solvable language skills. **A separate area that warrants additional resources is our response to mental health issues.**

In response to a question posed by Trustee Martinez, Dr. Lianides said \$1 million was transferred each year to the Adult School Fund, which instructs adult English-as-a-Second Language students, and offers classes for the General Educational Development (GED) test and high school diploma to

students who have left school. He noted that an Adult School satellite classroom is being placed on the Redwood High School campus.

Adoption of Res. No. 1546,  
Maintenance Assessment District  
Engineer's Report

Assistant Superintendent, Administrative Services, Enrique Navas reported that in 1991 the district's voters approved the Maintenance Assessment District used for improvements made to district property used by the community.

In response to questions posed by Trustee Sarver, Superintendent Lianides advised that the assessment is a flat rate of \$12 per parcels residing within the Sequoia district attendance area, with a discounted amount for parcels further away from district sites.

On a motion by Trustee Sarver, seconded by Trustee Thomsen, the Board of Trustees adopted Resolution No. 1546, of Intention to Levy Assessments for fiscal Year 2015-16, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Sequoia Union High School District Maintenance Assessment District. Voting "yes,"— Student Trustee Breslauer; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting "no"—none, and absent—none.

Adoption of Res. No. 1547,  
Issuance of TRAN for 2015-16

Assistant Superintendent Enrique Navas reported that during the course of the year when there is no income from property taxes there is a need to fund cash flow; and the Tax and Revenue Anticipation Note (TRAN) allows the district to borrow short-term funds. Staff recommends authorization for a \$12 million issuance.

In response to a question posed by Trustee Thomsen, Mr. Navas said the documents are the same as what was executed last year however, he will read through the documents and provide an update to the Board.

On a motion by Trustee Thomsen, seconded by Trustee Martinez, the Board of Trustees adopted Resolution No. 1547, Authorizing the Borrowing of Funds for Fiscal Year 2015-16, and the Issuance and Sale of a 2015-16 Tax and Revenue Anticipation Note. Voting "yes,"— Student Trustee Breslauer; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting "no"—none, and absent—none.

Adoption of Res. No. 1548,  
Year-End Budget Transfers  
for 2014-15

In response to a question posed by President Weiner, Mr. Navas described examples of the budget transfers needed to close the books for Fiscal Year 2014-15.

On a motion by Trustee Martinez, seconded by Trustee Weiner, the Board of Trustees adopted Resolution No. 1548, for Budgetary Increases and Transfers at Year-End, for Fiscal Year 2014-15. Voting "yes,"— Student Trustee Breslauer; Trustees Du Bois, Martinez, Sarver, Thomsen, and Weiner; voting "no"—none, and absent—none.

Approval of WASC/SPSA  
Site Plan for Menlo-Atherton  
High School

Menlo-Atherton Co-Principal Simone Rick-Kennel reported that staff continues to focus on goals to increase the number of students graduating in four years, and increase "a-g" college requirement eligibility rates for all with a focus on significant subgroups. She noted there is already a positive trend. This year in first semester 81 percent of ninth-graders earned 30 units of credit or more; there is a focus on ninth-grade transition and improving the passing rate of required courses for graduation. The third goal is to increase performance levels of students with disabilities. Mrs. Kennel reported a definite improvement in suspension and expulsion rates. There were 60 students in Aspirations Advocates; where there have been many success stories, and only a few instances where our efforts did not work. She noted that the number of suspensions were due to the actions of only five students.

Principal Kennel said staff plans to continue implementing Direct Interactive Instruction (DII) strategies with a focus on building academic vocabulary and student engagement; to build a stronger partnership with Ravenswood City Elementary District with a focus on teacher articulation by content areas, to capitalize on a positive school climate; and implement initiatives to support student wellness and balance.

In response to a question posed by Trustee Du Bois, Mrs. Rick-Kennel advised that the M-A Foundation funded professional development for teachers meet in curriculum groups on the first Wednesday of each month.

Trustee Sarver said there are positive trends moving forward at M-A including articulation with Ravenswood. In response to a question posed by Trustee Sarver, Principal Kennel said we have Preview Days where ninth grade tutors work with Ravenswood students, and there is a Ninth Grade Honors Center where students assist other students. Trustee Sarver noted that the music program at Ravenswood is strongly supported by the M-A music staff.

Trustee Martinez requested a copy of the presentation made by Principal Rick-Kennel.

In response to a question posed by Trustee Thomsen, Principal Kennel advised that homework is part of a larger issue being looked at by the M-A Student Well-Being and Balance Committee. She confirmed that teachers will be surveyed. Trustee Thomsen noted that he thought homework is an issue. He suggested in regard to measuring student populations, to look at the number of students who enroll and pass an Advanced Placement (AP) class.

In response to a question posed by Trustee Thomsen, Simone Rick-Kennel said the demographic data on M-A teachers is an important goal and we are doing whatever we can to increase the faculty Hispanic representation. We do have a large Hispanic representation of Instructional Associates at M-A and are encouraging them to get their teaching credentials. Trustee Thomsen said if we have a goal (referring to the Local Control Accountability Plan [LCAP]) we may want to develop strategies for getting there; he suggested bringing this topic back for discussion.

On a motion by Trustee Du Bois, seconded by Trustee Thomsen, the Board of Trustees approved the WASC/SPSA Site Plan for Menlo-Atherton High School.

Approval of Amended Minutes  
for 04/15/15, Board Meeting

In addition to the amendments to the minutes previously made, Trustee Thomsen recommended amending the minutes for April 15, 2015, on page 6, paragraph 5; there was consensus to do so.

On a motion by Trustee Du Bois, seconded by Trustee Martinez, the Board of Trustees approved the Minutes as amended for the April 15, 2015, Board meeting.

Approval of Cyber High Contracts

In response to a question posed by President Weiner, Assistant Superintendent Bonnie Hansen advised this is the same contract that was reviewed by legal counsel last year.

On a motion by Trustee Thomsen, seconded by Trustee Martinez, the Board of Trustees approved the contract for Cyber High licenses and services.

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

Superintendent Lianides said tomorrow he would make a presentation to Stanford Professor David Brazer's School Leadership class on the school district's relationship with charter schools. Next Monday the interviews will be held for Student Trustee for 2015-16 school year.

Trustee Sarver attended the initial meeting of the Redwood City 2020 Community Schools Task Force; next Monday he will tour a community school model, Mission High School in San Francisco, and last week he attended the public presentation by the Four Corners Committee, where there was positive feedback.

Trustee Du Bois attended the PTA conference and an Ed Source Symposium, the Redwood City 2020 Community meeting with Trustee Sarver, an Adult School Scholars event, and the breakfast for mentors at Woodside High School.

Student Trustee Amanda Breslauer advised that on May 20 she will only be able to attend the Board meeting for a short while because she is performing in the Carlmont Music Concert. She thanked the Board for providing the opportunity to hold the Student Trustee position. Student Trustee Breslauer said it had been a great experience.

Meeting Adjourned to Closed  
Session at 9:52 p.m.

On a motion by Trustee Sarver, seconded by Trustee Weiner, the Board of Trustees adjourned to reconvene in Closed Session at 9:52 p.m.

Respectfully submitted,

Allen Weiner, President

Alan Sarver, Clerk