

SEQUOIA UNION HIGH SCHOOL DISTRICT
BACKGROUND INFORMATION FOR
AGENDA ITEMS FOR 10/22/14, 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 REAL PROPERTY NEGOTIATORS
Agency Negotiator: James Lianides; terms and conditions; APN 046-112-530, 055-243-030
- d. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Subdivision (a) of Section 54956.9 of the California Government Code
 - Milburn vs. SUHSD

3. ROLL CALL

4. WELCOME AND EXPLANATION TO AUDIENCE

5. PLEDGE OF ALLEGIANCE

6. APPROVAL OF AGENDA

7. REPORT OUT ON CLOSED SESSION

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

- a. REPORT ON DISTRICT CONTRACTS UNDER \$35,000 (info/consent)

SITUATION

Per Board Policy 3312, Contracts, the Board of Trustees authorizes the Superintendent or his/her designee to approve all contracts up to \$35,000. The Superintendent is required to submit a comprehensive list of all contracts approved under his authorization to the Board of Trustees for ratification.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees ratifies the district contracts under \$35,000.

- b. APPROVAL OF MINUTES FOR OCTOBER 8, 2014, BOARD MEETING (consent)

SITUATION

Enclosed with the background materials are the minutes for the October 8, 2014, Board meeting.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the minutes for the October 8, 2014, Board meeting.

- c. 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.

- d. APPROVAL OF FIELD TRIPS (consent)

SITUATION

Carlmont High School

6 Performing Arts students will travel to Utah on February 24- March 1, 2015, to participate in the National Honor Choir.

20 Jazz Ensemble students will travel to New York City on April 16-21, 2015, to participate in the Jazz Immersion Tour. This trip will include college tours, music clinics, jazz concerts, a Broadway show, and sightseeing.

Redwood High School

20 Redwood Environmental Academy and Leadership (REAL) students will travel to Kennedy Middle School in Redwood City on November 6, 2014, to perform a stream study in the Redwood Creek.

Woodside High School

50 Students from the Green Academy will travel to Año Nuevo State Park, in Pescadero, on February 20, 2014. Students will participate in a docent-led tour of the elephant seal habitat.

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 Performing Arts students to travel to Utah on February 24-March 1, 2015; Jazz Ensemble students to New York City on April 16-21, 2014; Redwood High School REAL students to travel to Kennedy Middle School in Redwood City on November 6, and Woodside High School's Green Academy students to tour Año Nuevo State Park in Pescadero on February 20, 2015.

- e. APPROVAL OF WARRANTS (consent)

SITUATION

The Warrants for September 2014 are enclosed with the background materials.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the Warrants for September 2014, totaling \$6,416,065.31

- f. ACCEPTANCE OF MONTHLY FINANCIAL REPORTS (consent)

SITUATION

The Monthly Financial Reports for September 2014 are enclosed with the background materials.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees accepts the Monthly Financial Reports for September 2014.

- g. 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.

- h. APPROVAL OF AGREEMENT WITH PENINSULA FAMILY SERVICES (consent)

SITUATION

Since 2004 Peninsula Family Services Agency (formerly Family Service Agency of San Mateo County) has provided childcare for the children of students in the Cal-SAFE program at Redwood High School.

In addition to providing childcare for the Sequoia Union High School teen parents, Peninsula Family Services provides children's services, financial empowerment services, older adult services, and visitation services to eligible clients throughout the community.

FISCAL IMPACT

Cost: \$204,750 paid from the General Fund through June 2015

RECOMMENDATION

That the Board of Trustees approves the agreement with Peninsula Family Services for child development services at Redwood High School for the 2014-15 school year.

- i. APPROVAL OF CAHSEE WAIVER (consent)

SITUATION

The State Board of Education adopted regulations that govern the administration of the California High School Exit Examination (CAHSEE) to provide a waiver procedure that would allow certain disabled students to utilize test modifications. Senate Bill 1476 moved the waiver process for the CAHSEE to the local level by giving local governing boards the authority to grant such waivers. This waiver is required for a disabled student who took one or both portions of the CAHSEE with a modification and attained the equivalent of a passing score on the test(s). On March 2, 2005, the Board of Trustees approved CAHSEE Waiver Procedures, including required documentation, that are based upon state-developed eligibility criteria.

The Board is asked to review the waiver request of one Sequoia student who attained the equivalent of a passing score on the Mathematics test with the use of modifications. For purposes of confidentiality the waiver application is provided to the Board under separate cover. The Director of Special Education has reviewed the waiver request and required documentation and has certified that the one student has met all state and board requirements and is eligible for waiver of the requirements.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves the CAHSEE waiver requested.

j. APPROVAL OF EXTENSION OF SUPERINTENDENT'S CONTRACT (consent)

SITUATION

The process to annually evaluate the Superintendent has been concluded. The current contract for the Superintendent expires in June 2015. The Board has indicated its desire to extend the contract for an additional two- year period.

The attached Addendum Number 3 extends the current contract through June 2017.

FISCAL IMPACT

None

RECOMMENDATION

That the Board of Trustees approves Addendum Number 3 of the Superintendent's contract to extend the term of service through June 2017.

9. SPECIAL RECOGNITIONS

- a. Superintendent's Commendations

10. 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

11. INFORMATION ITEMS

- a. UPDATE ON IMPLEMENTATION OF COMMON CORE

SITUATION

The Educational Services Department will provide updates on the implementation of Common Core. The department continues to work to provide a clear and thoughtful implementation of the many components of Common Core, and this report will give the Board an overview of what has been accomplished, as well as proposed next steps.

The areas of Common Core included in the summary are:

- 1) Common Core Overview
- 2) Curriculum Development
- 3) Instructional Strategies
- 4) Smarter Balanced
- 5) Technology
- 6) Budget

b. UPDATE ON PROGRESS OF LOCAL EDUCATION AGENCY (LEA) PLAN

SITUATION

On October 14, 2014, SUHSD submitted the 2013-14 Local Education Agency (LEA) Plan End-of-Year Progress Report as required by the California Department of Education (CDE).

The report consisted of strategies and actions implemented during the 2013-14 school year as well as descriptions of evidence used to determine the effectiveness of the implementation, and an analysis of 2013-14 performance on summative assessment data.

While the English Learners (EL) and Special Programs Department was charged with finalizing and submitting the progress report, all of the departments in Educational Services Division played a key role in development of the report. Each director reviewed the LEA Plan, focusing on the areas pertaining to his/her department and provided the appropriate information to highlight in the report. The purpose of this LEA Plan Progress Report presentation is to inform the SUHSD Board of Trustees what was reported and what was learned from this End-of-Year Progress report.

c. PRESENTATION OF DISTRICT'S INITIAL BARGAINING PROPOSAL TO AMERICAN FEDERATION OF STATE, LOCAL, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME) SUPERVISORS' UNIT

SITUATION

Before the commencement of bargaining, each party is required to "sunshine" their initial contract proposal. The district is submitting its initial proposal to the American Federation of State, Local, County, and Municipal Employees (AFSCME) Supervisors' unit.

The district wishes to discuss and negotiate the following Articles:

- | | |
|---------------|------------------------|
| Article I: | Recognition |
| Article V: | Health & Welfare |
| Article VI: | Leaves |
| Article VIII: | Safety |
| Article IX: | Grievance |
| Article X: | Wages |
| Article XI: | Holidays and Vacations |
| Article XV: | Term of Agreement |

The District is also interested in developing "Reclassification" procedures and protocol.

There will be a public hearing on the proposal at the next Board meeting.

a. DISCUSSION OF REVISED BOARD POLICY BP3513.3, TOBACCO-FREE SCHOOLS

SITUATION

In past years, the use of e-cigarettes and electronic nicotine delivery systems has increased in popularity among the general population as well as with students. The district needs an updated policy that directly addresses the regulation of these products on all district properties and during school-related events. The revised policy BP3513.3 is included with the background materials.

b. DISCUSSION OF THE STRATEGIC PLANNING PROCESS

SITUATION

At the October 8 meeting Board members expressed their interest to have a more on-going involvement in the strategic planning process and not be in a position in which the first time the full Board sees the plan would be as a fully written draft. In addition, staff and Board members have received comments from teachers and community members expressing a desire for additional input beyond their response to the single input statement of "What are the personal skills and attributes your child or students will need for high school, college, and career?"

Given that the strategic planning process is now underway, staff is proposing a midcourse adjustment to both gather input from a wider group of stakeholders and to broaden input to include responses from two or three additional prompt questions. This will provide the writing subcommittee a broader base of information from which to develop the strategic plan.

The Strategic Planning Committee, which meets on October 21, will use part of its meeting time to develop these additional input questions. The recommended additional input questions will be presented to the Board on October 22 for discussion. Upon acceptance by the Board, these additional questions will be sent out via e-mail to district staff and parents. Responses will be processed and synthesized by the writing subcommittee and be evaluated by the Strategic Planning Committee at its meeting on December 2.

A presentation of the writing subcommittee's work-in-progress will be discussed by the Board at the December 10 meeting, and the draft of the strategic plan will be presented to the Board at the February 4 meeting for further discussion. It is anticipated that the Strategic Plan will be brought to the Board for adoption at the February 18 meeting.

13. PUBLIC HEARINGS

a. PUBLIC HEARING ON AMERICAN FEDERATION OF STATE, LOCAL, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME) PROPOSAL TO THE SUHSD FOR SUPERVISORS' UNIT

SITUATION

Before commencement of bargaining, each party is required to "sunshine" its initial contract proposal and a public hearing is held. The public hearing offers an opportunity for the Board to hear comments on the initial bargaining proposal put forward by the American Federation of State, Local, County, and Municipal Employees (AFSCME).

b. PUBLIC HEARING ON SUHSD BARGAINING PROPOSAL TO AMERICAN FEDERATION OF STATE, LOCAL, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME) FOR MAINTENANCE AND OPERATIONS (M&O) AND OFFICE, TECHNICAL, AND PARAPROFESSIONAL (OT&P) UNITS

SITUATION

Before the commencement of bargaining, each party is required to "sunshine" its initial contract proposal and a public hearing is held. The public hearing offers an opportunity for the Board to hear comments on the initial bargaining proposal put forward by the Sequoia Union High School District to the American Federation of State, Local, County, and Municipal Employees (AFSCME).

14. ACTION ITEMS

- a. APPROVAL OF RATIFIED AGREEMENT WITH SEQUOIA DISTRICT TEACHERS ASSOCIATION FOR 2014-2016

SITUATION

The current contract between the Sequoia Union High School District (District) and the Sequoia District Teachers' Association (SDTA) expired on June 30, 2014. A major revision of the contract was completed as a result of the 2014-15 negotiations. Changes for include the following:

1. Two percent (2%) salary increase on the salary schedule, retroactive to July 1, 2014
2. Two percent (2%) off-schedule "bonus" for 2014-15
3. Maintenance of fully-paid medical, dental, and vision benefits at a cost of .88 percent increase total compensation
4. Increase in case management time for ILS & TRACE teachers to 6 release days per year, plus up to \$2,000 per 1.0 FTE in timesheet pay at curricular rate.
5. Change in identification of Health & Welfare Advisor and Work Experience Advisor to match current job titles.
6. Change in identification to reflect current title of Assistant Superintendent of Human Resources and Student Services
7. Removal of section that required minutes of the Superintendent's Council meetings to be provided to SDTA.
8. Removal of specification as to who will notify unit members who apply for transfers of the outcome of their application.
9. Removal of language that allowed unit members to request a conference with the Assistant Superintendent of Human Resources to discuss the reasons for a denial of a voluntary transfer request.
10. New language to clarify that timelines for requests for part-time and full-time leaves of absence are the same.
11. Shifting of the due dates for requests for leaves of absence from December 1 to November 1 for Spring Semester and from May 1 to March 1 for Fall Semester. Additional clarification that applicants who are not accepted into the program for which they requested their leave of absence have the right to rescind the leave request as long as they have provided the District with the information about the course of study in their application.
12. Clarification of the timelines and contact individuals for notification by employees in leave of absence that they intend to return to work the following semester.
13. New language requiring the District to provide members who leave the District (whether by termination, resignation, or retirement) with a payment sufficient to cover the cost of COBRA coverage to continue their health, dental and vision premiums in order that members receive a total of 12 months of coverage for their full year of employment. (This is necessary because of certain restrictions CalPERS places on maintaining coverage for terminated employees.)
14. Clarification that bargaining unit members with a "special assignment" (usually non-classroom assignment) may have their reporting times designated by the principal, program administrator, or management designee.
15. Removal of language that allowed the District to prevent an employee from advancing on the salary schedule if s/he had received two consecutive unsatisfactory evaluations and did not participate in an appropriate in-service training program.
16. Clarification of the 430:1 counseling ratio at the comprehensive high schools and the 245:1 ratio for Redwood High School.
17. Removal of outdated language about class size "factors" at Redwood High School.
18. Various instances of grammar and numbering "clean-up."

FISCAL IMPACT

The tentative agreement contains the following additional cost items:

1. The District shall continue to absorb Health and Welfare Benefits premium costs for the 2014-15 school year estimated to cost the District 0.88 percent. This has an estimated cost increase of \$457,000 for 2014-15 specific to the SDTA bargaining unit, and \$655,000 total for all bargaining units for 2014-15.

2. For the 2014-15 school year, the District shall increase the 2013-14 SDTA salary schedule in Appendix A of the collective bargaining agreement by 2.0 percent retroactive to July 1, 2014. This has an estimated cost increase of \$522,000 per 1 percent increase specific to the SDTA, for a total of \$1,044,000. District-wide, the cost of a 1 percent salary increase to all bargaining units is \$748,000, for a total cost increase of \$1,496,000.
3. The District shall provide a 2.0 percent increase based on the 2013-2014 SDTA salary schedule in Appendix A of the collective bargaining agreement as a one-time off schedule payment. [Note that the 2.0 percent is not compounded on the 2 percent described in section 2 above. The 2.0 percent one-time increase shall be prorated for less than full time unit members.] For an estimated cost increase, please see figures delineated in #2.
4. Commencing in the 2014-15 school year, those case managers assigned entirely within the ILS and TRACE programs will be provided with a total of six (6) release days per school year, instead of four (4) as listed in Article XII, section 1.8. In addition, case managers assigned entirely within the ILS and TRACE programs will be compensated up to \$2,000 per 1.0 FTE at the curricular rate of pay for case management work that is outside of the contractual work day. The aforementioned dollar amount and release days will be prorated for less than full-time employment. This has an estimated cost increase of \$25,000.

RECOMMENDATION

That the Board of Trustees approves the SDTA ratified agreement for 2014-2016 between Sequoia Union High School District and the Sequoia District Teachers' Association.

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

16. ADJOURNMENT

POSSIBLE AGENDA ITEMS FOR THE NOVEMBER 5, 2014, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA

- a. Report on Williams Uniform Complaints
- b. Report on COMPASS Program

POSSIBLE AGENDA ITEMS FOR THE NOVEMBER 19, 2014, BOARD MEETING, AND CONSIDERATION OF ANY ITEM GOVERNING BOARD MEMBERS WISH TO PLACE ON THE NEXT AGENDA