

# San Mateo Union High School District Minutes

## Regular Meeting

September 14, 2017 7:00 PM  
San Mateo Adult School

789 East Poplar

San Mateo, CA 94401

CLOSED SESSION - 5:30 PM

ADULT SCHOOL, ROOM 29

### Attendance Taken at 7:15 PM:

#### Present:

Linda Lees Dwyer  
Marc Friedman  
Robert Griffin  
Peter Hanley  
Greg Land

### A. CALL TO ORDER

#### Minutes:

President Hanley called the Closed Session to order at 5:30 p.m.

### B. ROLL CALL

#### Minutes:

In attendance in Closed Session, President Hanley, Vice-President Dwyer, Clerk Land, Trustee Friedman and Trustee Griffin.

### C. PUBLIC AND/OR GOVERNING BOARD COMMENTS ON CLOSED SESSION ITEMS

### D. CLOSED SESSION

Anyone wishing to address the Board regarding Closed Session items may do so at this time.

Items [\*] marked are scheduled for discussion at this meeting. All proceedings are reported to the public in open session where action is taken or staff is given direction.

D.1. [\*] Public Employee Evaluation pursuant to Government Code Section 54957 - Principals

D.2. [ ] Public Employee Appointment/Employment pursuant to Government Code Section 54957

D.3. [ \* ] Conference with Legal Counsel-Anticipated Litigation; pursuant to Government Code Section 54956.9 - Three (3) cases

D.4. [ ] Liability Claims pursuant to Government Code Section 54957.1

D.5. [ ] Conference with Legal Counsel-Existing Litigation pursuant to Government Code Section 54956.9(d) (1)

D.6. [\* ] Conference with Labor Negotiators pursuant to Government Code Section 54957.6

D.7. [\*] Conference with Real Property Negotiator-Agency Negotiator's: Kevin Skelly, Superintendent and Elizabeth McManus, Deputy Superintendent Business Services-Property-300 Piedmont Avenue, San Bruno and 860 Hinckley Road, Burlingame-pursuant to Government Code Section 54956

D.8. [\* ] Public Employee Discipline/Dismissal/Release/Complaint pursuant to Government Code Section 54957

D.9. [\* ] Confidential Student Discipline - One (1) case

D.10. [ \* ] Confidential Student Matters - Three (3) cases

**E. OPEN SESSION (SMART CENTER)**

Minutes:

President Hanley called the Open Session to order at 7:15 p.m.

President Hanley reported in Closed Session the Board took action upon the motion of Trustee Friedman, and seconded by Clerk Land, to approve the Stipulated Expulsion case #17/18-01 with a vote of 5 to 0 with the motion to suspend the expulsion the second semester subject to the recommendation made by the board the student follow the rehabilitation plan in the expulsion order.

President Hanley reported in Closed Session the board upon the motion of Trustee Friedman, and seconded by Trustee Griffin, moved to approve three Special Ed settlements case SP1718-001, SP1718-002 and SP1718-003 with a vote of 5 to 0.

**F. ROLL CALL**

Minutes:

In attendance, Trustee Robert Griffin, Trustee Marc Friedman, Clerk Greg Land, Vice-President Linda Lees Dwyer and President Peter Hanley. There was no student board member in attendance.

**G. PLEDGE OF ALLEGIANCE TO THE FLAG**

Minutes:

The pledge of allegiance to the flag was led by President Hanley.

**H. PUBLIC AND/OR GOVERNING BOARD COMMENTS**

Minutes:

Donna Kasprowicz, addressed the board on the potential to build staff housing at Mills High School.

Trustee Griffin reported that on the second day of school he visited Peninsula and Aragon High School. He stated both sites were very welcoming to him as the Board representative. He missed the stadium light dedication at San Mateo High School but was able to watch San Mateo High School football team win the football game.

Trustee Friedman attended the stadium light ceremony and football games at Capuchino and Aragon. He stated there were great crowds and it was very good to see the different communities being served by the district. He reminded the board about the SMCSBA dinner and meeting at Skyline College on September 18.

Clerk Land attended the Silicon Valley Leadership Group Game Changers conference. He was able to hear from three of the gubernatorial candidates. He attended the Burlingame High School Back to School night. He commended Mr. Belzer for building the culture and climate of Burlingame High School. He, Mr. Friedman, Kevin and Liz met as the Fiscal Advisory Committee to discuss.

Vice-President Dwyer went to the stadium light celebrations at Hillsdale, San Mateo, Capuchino and Mills. She was amazed how the lights are focused on the fields. She attended the Back to School Night at San Mateo. She appreciated the students who helped during Back to School night.

President Hanley reported he has not been able to attend school related events because of medical issues. He recommended an article about how mobile phones are ruining a generation he read in the Atlantic Monthly.

#### **I. COMMUNICATIONS TO THE BOARD OF TRUSTEES**

##### **I.1. Letter from the San Mateo County Office Of Education for the Local Control Accountability Plan and Adopted Budget-Fiscal Year 2017-18**

Minutes:

President Hanley acknowledged the receipt of the letter received from the San Mateo County Office of Education for the Local Control Accountability Plan and Adopted Budget-Fiscal Year-2017-2018.

#### **J. CONSENT AGENDA**

Minutes:

The board upon the motion of Clerk Land, and seconded by Trustee Griffin, moved to approve the consent agenda with a vote of 5 to 0.

##### **J.1. Approval of the San Mateo County Community College District Agreement with San Mateo Union High School District for Educational Services for Capuchino High School**

##### **J.2. Agreement with the San Mateo County Community College District for Middle College High School and Jumpstart at College of San Mateo.**

##### **J.3. Approval of the English Learners (EL) Vision Statement**

**J.4. Denial of Inter-District Transfer Requests**

**J.5. Acceptance of the "We Can Work" Grant Agreement from the Federal Workforce Innovation and Opportunities Act**

**J.6. Adoption of Resolution Establishing the 2017-2018 Gann Limit**

**J.7. Approval of Response to the Grand Jury Report on "How Have San Mateo County Public Schools Responded to the Epinephrine Auto-Injector Law, SB 1266?" and "Should Tire-Derived Products Be Used on Athletic Fields in San Mateo County Schools"**

**J.8. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders**

**J.9. Confirmation of Bills and Salaries for June, 2017**

**J.10. Confirmation of Bills and Salaries for July, 2017**

**J.11. Declaration of and Authorization to Dispose of Surplus Property**

**J.12. Acceptance of Gifts to the District**

**J.13. Approve the Specific Board Policy - BP5141.41 Prevention of Sexual Misconduct and Abuse in Schools and AR 5141.41 Prevention of Sexual Misconduct and Abuse in Schools**

**J.14. Approve the Minutes for July 27 and August 10, 2017 Board Meetings**

**K. REGULAR REPORTS**

**K.1. Report of the Superintendent**

Minutes:

Superintendent Skelly thanked the principals for their help in organizing the stadium light events. He thanked Ms. McManus for her work on the stadium lights construction and Ms. Costa for her work with the principals on the stadium light celebrations.

**K.2. Report of the Student Board Member**

Minutes:

none

**K.3. Report of the District Teachers' Association Representative**

Minutes:

The District Teachers' Association President Craig Childress stated it has been a positive start to school. He recognized the classified staff and the extraordinary efforts they do to prepare the buildings, schools and the classrooms for the first day of school. He stated it has been a rough start at Hillsdale but he is looking forward to Back to School night on September 28. He reported the membership had approved the tentative agreement by an overwhelming majority vote. The health benefits committee has met and he is pleased to say the work that has been done on the joint committee has been productive. We have been successful in maintaining a good benefit structure for

all of our employees in the district.

**K.4. Report of the CSEA Chapter 519 Representative**

Minutes:  
none

**K.5. Report of the San Mateo Adult School Teachers Association**

Minutes:  
none

**L. SPECIAL REPORTS AND APPEARANCES**

**L.1. Approval of Resolution Setting Forth The San Mateo Union High School District's Principles in the Deferred Action for Childhood Arrivals (DACA) Program**

**Motion Passed:** Approve the Resolution in support of Districts principles regarding students with unclear immigration status. Passed with a motion by Greg Land and a second by Marc Friedman.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

**L.2. Principal Update on the First Four Weeks of School and the Western Association of Schools and Colleges (WASC) Self-Study Progress**

Minutes:

Principal Shiu, San Mateo, Principal Kurtz, Aragon, Principal Shanks, Capuchino, Principal Belzer, Burlingame, Principal Duszynski, Mills, Principal Gilbert, Hillsdale and Principal Campana, Peninsula updated the board on the first four weeks of school and the progress of their WASC.

**L.3. Special Education Update Presentation**

Minutes:

Carolyn Schwartzbord, Special Education Director, and other special education staff reported on the various aspects of our special education services.

**L.4. Presentation: District Homework Committee**

Minutes:

Deputy Superintendent Kirk Black updated the board on the proposed composition of the Homework Committee, the charge of the group, a proposed timeline.

**L.5. Accept the Unaudited Actuals for 2016-2017 Fiscal Year and Ending Balance Designations for 2017-2018 Fiscal Year**

**Motion Passed:** Accept the unaudited actuals for the 2016-2017 fiscal year and budget component designations for the 2017-2018 fiscal year, as contained in the attachment. Passed with a motion by Linda Lees

Dwyer and a second by Greg Land.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

## **M. CONSTRUCTION**

### **M.1. Approval of and Authorization to Sign Architectural Services Agreement with Sommers Architecture for Minor Projects**

**Motion Passed:** Approve the architectural services agreement with Sommers Architecture for small projects, and authorize the Superintendent to sign said agreement. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

### **M.2. Approval of Amendments 15, 16, 17, 18, and 19 to San Mateo Union High School District Contract 08 Agreement for Construction Project Management Services with Greystone West Company**

**Motion Passed:** Approve and authorize the Superintendent to sign Amendments 15, 16, 17, 18, and 19 to Contract 08 Agreement for Construction Project Management Services with Greystone West Company for construction management services for the projects listed in the Amendments. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

## **N. DIVISION OF HUMAN RESOURCES**

### **N.1. Approval of Personnel Actions**

**Motion Passed:** Approve the attached personnel actions, including the addendum. Passed with a motion by Linda Lees Dwyer and a second by Marc Friedman.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

### **N.2. Adoption of Resolution for Teachers Assigned Outside Their Authorized Certificated Field**

**Motion Passed:** Adopt the attached resolution authorizing assignment

of certificated personnel to teach outside their authorized teaching fields for 2017-18. Passed with a motion by Linda Lees Dwyer and a second by Greg Land.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

**N.3. Approval of the American Federation of State County and Municipal Employees (AFSCME) Local 829's Initial Proposal to the San Mateo Union High School District**

Minutes:

Deputy Superintendent Black reported the initial proposal of the American Federation of State County and Municipal Employees (AFSCME) Local 829's initial proposal to the San Mateo Union High School District is for information only. No vote is required.

**N.4. Approval of the Revised Job Description for the Student Data Analyst Position at Peninsula High School**

**Motion Passed:** Approve the revised job description for Student Data Analyst as part of the front office reorganization at Peninsula High School, as contained in the attachment. Passed with a motion by Greg Land and a second by Robert Griffin.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

**O. INSTRUCTIONAL SERVICES**

**P. DIVISION OF STUDENT SERVICES**

**Q. DIVISION OF BUSINESS SERVICES**

**Q.1. Approval of and Authorization to Sign City and County of San Francisco Temporary Construction Easement Agreement, Determination That Temporary Construction Easement is Categorically Exempt from CEQA**

**Motion Passed:** 1) Approve the form of the purchase and sale agreement for the temporary construction easement at a price equal to the District's appraised value of the easement in an amount not less than \$162,000; 2) Find the temporary construction easement involves work that is categorically exempt from CEQA; and 3) Delegate to the Superintendent or his designee responsibility to sign and deliver all documents required to give effect to the purchase and sale agreement. Passed with a motion by Linda Lees Dwyer and a second by Robert Griffin.

Yes Linda Lees Dwyer  
Yes Marc Friedman  
Yes Robert Griffin  
Yes Peter Hanley  
Yes Greg Land

**R. BOARD OPERATIONS**

**R.1. Approval To Move the December 14, 2017 Board Meeting to either  
December 7, 12 or 13, 2017**

Minutes:

President Hanley reported we will bring this board item back to the October 12, 2017 board meeting for approval to move the December 14, 2017 board meeting. Clerk Land has requested to add to the board agenda the request to move the March 22, 2018 board meeting.

**S. REQUESTED BOARD ITEM**

**T. ADJOURNMENT**

Minutes:

There being no further business the meeting was adjourned at 10:17 p.m.

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Board President

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Board Clerk