

# San Mateo Union High School District Minutes

## Regular Meeting

February 23, 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 7:00 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. on the above date.

#### 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

##### Minutes:

none

#### 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. [ ] Employee Evaluation pursuant to Government Code 54957

D.2. [\* ] Employee Appointment/Employment pursuant to Government Code 54957-Director of Adult Community Education

D.3. [ ] Conference with Legal Counsel-Anticipated Litigation; pursuant to Government Code Section 54956.9

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

D.5. [ ] Conference with Legal Counsel-Existing Litigation pursuant to Government Code 54956.9

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

D.7. [\*] Conference with Real Property Negotiator-Property-858 Hinckley Road, Burlingame, CA and 1800 Rollins Road, Burlingame, CA ; Agency Negotiator's: Kevin Skelly, Superintendent, Elizabeth McManus, Deputy Superintendent Business Service-pursuant to Government Code 54956

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

D.9. [\* ] Student Discipline-four cases

D.10. [ \* ] Student Matters-one case

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

Minutes:

President Hanley called the Open Session to order at 7:22 p.m.

President Hanley reported in Closed Session the Board upon motion of Clerk Land, and seconded by Vice-President Dwyer, moved to approve the Stipulated expulsions of case #16/17-16 and 16/16-17 with a vote of 5 to 0.

President Hanley reported in Closed Session the Board upon motion of Clerk Land, and seconded by Vice-President Dwyer, moved to approve the Suspended Stipulated expulsion of case #16/17-14 and 16/17-15 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, President Peter Hanley and Student Board Member Carolin Jia

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

Minutes:

The pledge of allegiance to the flag was led by Student Board Member Carolin Jia.

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

Minutes:

Trustee Friedman joined President Hanley at the San Mateo High School Performing Art Center to listen to speaker Senator Jackie Speier.

Trustee Griffin stated this is Black History Month.

Clerk Land-none

Vice-President Dwyer-none

President Hanley commented on the event at the San Mateo High School District Performing Art Center with Senator Jackie Speier. He stated the students were fantastic and asked great questions.

Listed below are the names of people who addressed the board.

Christina Nicoles-soccer issues

Mary Rustia-Mills High School field issues

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

Minutes:  
none

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

Minutes:  
The board upon motion of Trustee Griffin, and seconded by Clerk Land, moved to approve the consent agenda pulling item J2 with a vote of 5 to 0.

The board upon motion of Trustee Griffin, and seconded by Clerk Land, moved to approve item J2 with the correction to the January 26, 2017 board meeting minutes. The minutes need to be corrected to read "one meeting on January 18, 2018. The vote was 5 to 0.

##### **J.1. Denial of Interdistrict Transfer Request**

##### **J.2. Approve Minutes for the January 26, 2017 and February 7, 2017 Board Meeting**

##### **J.3. Approval of Student Transfers to the Adult School**

##### **J.4. Adoption of Resolution to Review Observance Day for Lincoln's and Washington's Day**

##### **J.5. Approval of Management/Classified Employees' Holiday Schedule for 2017-2018**

##### **J.6. Review and Approval of the Comprehensive SB 187 School Safety Plans**

##### **J.7. Approve the Specific Board Policies December 2016 - Part Two**

##### **J.8. Confirmation of Bills and Salaries for January, 2017**

##### **J.9. Acceptance of Gifts to the District**

**J.10. Approval of Consulting Agreements, Contracts, Invoices and Purchase Orders**

**K. REGULAR REPORTS**

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

Minutes:

Superintendent Skelly reported this Monday is our opening of the Science building at HHS. Visitors from Novato School District will be there. Parents, staff members and students are in the process of filling out the survey for the late start time. Lots of results have come in and the last day to complete the survey is March 7. The results will be presented to the board at the March 23rd board meeting. He is in the process of having mid-year meetings with all the members of council and principals to discuss the goals of the district and individual goals. He reminded the board to put on their calendar the WASC reception for the adult school on March 12.

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

Minutes:

Student board member reported UASB cabinet members; are working on rewriting the constitution; districtwide fundraiser for future cabinet. Aragon High School winter formal is coming up; Burlingame High School is having international week; Capuchino High School has a Giants fundraiser; and Mills High School is having a rally on March 4; San Mateo High School is having stress free week for students.

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

Minutes:

District Teachers' Association Representative, Kirt Petersen, describe the wellness program along with April Torres, Jillian Moss and Max Bernstein. Thanked the district for the late start survey for all stakeholders; and thanked Dr. Black for being a valuable member of the team for PAR; joint commission on evaluations.

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

Minutes:

none

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

Minutes:

San Mateo Adult School Teachers representative, Paula Ockerman, thanked Deputy Superintendent Kirk Black for including teachers and students in the hiring process for the new Director. They finished contract negotiations with the district, submitted the proposed contract to their members and wish to thank the district for the new substitute rates. She invited the district and the board to the WASC reception on March 12.

**K.6. Report of the American Federation of School, County, and Municipal Employees**

Minutes:

none

**L. SPECIAL REPORTS AND APPEARANCES**

**L.1. Student Services Update on Alternative Programs**

Minutes:

Director Don Scatena updated the board on the Alternative Programs in the district.

**L.2. Facility Capacity Study**

Minutes:

Tony Ferruzzo, Senior Consultant, for DecisionInsite, presented to the board the Facility Capacity Study.

**M. CONSTRUCTION**

**M.1. Approval to File Notice of Completion for Measure O Capital Facilities Projects**

**Motion Passed:** It is recommended that the Board of Trustees approve filing the Notice of Completion with the County Recorder for the projects identified on the attachment. Passed with a motion by Robert Griffin 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 to Reject All Bids Received for the San Mateo High School Above Ground Gas Tank Project**

**Motion Passed:** It is recommended that the Board of Trustees reject all bids for the San Mateo High School New Above Ground Gas Tank Project and direct staff to immediately re-bid the project. Passed with a motion by Marc Friedman 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 AND INSTRUCTIONAL SERVICES**

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

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

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

**N.2. Review, Discuss and Approve the Revised Job Description for the Director of Adult and Community Education**

Minutes:

Trustee Friedman only approved the job description and objecting to the classification.

**Motion Passed:** Review, discuss and approve the revised job description for the Director of Adult and Community Education position, as contained in the attachment. Passed with a motion by Greg Land and a second by Robert Griffin.

Yes Linda Lees Dwyer

No Marc Friedman

Yes Robert Griffin

Yes Peter Hanley

Yes Greg Land

**N.3. Presentation: San Mateo Union High School District's Teachers' Association Initial Proposal for the 2016-2018 School Years**

Minutes:

Deputy Superintendent Kirk Black presented to the Board the San Mateo Union High School District Teachers' Association Initial Proposal for the 2016-2018 School Years.

**N.4. Approve the Revised 2016-2017 Miscellaneous Salary Schedule to Add Adult School Substitute Rates**

**Motion Passed:** Approve the revised 2016-2017 Miscellaneous Salary Schedule adding Adult School substitute rates, 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

**O. DIVISION OF STUDENT SERVICES**

**P. DIVISION OF BUSINESS SERVICES**

**P.1. Approve Augmentation of Housing Project Budget**

**Motion Passed:** It is recommended that the Board of Trustees augment the Housing Project budget by \$68,000. Passed with a motion by Marc Friedman and a second by Greg Land.

Yes Linda Lees Dwyer

Yes Marc Friedman

Yes Robert Griffin

Yes Peter Hanley

Yes Greg Land

**Q. BOARD OPERATIONS**

**Q.1. Budget Study Session**

Minutes:

The Special Board Meeting date for the Budget Study Session date has been set for Monday, May 8, 2017 at 5:30 p.m. at the Adult School, 789 East Poplar, San Mateo, CA 94401 in the board room.

**R. REQUESTED BOARD ITEM**

**S. ADJOURNMENT**

Minutes:

There being no further business, the meeting was adjourned at 10:04 p.m.

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Board President

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Board Clerk