

SAN MATEO UNION HIGH SCHOOL DISTRICT

M E M O R A N D U M

TO: Board of Trustees
FROM: Randall Booker, Superintendent
DATE: August 11, 2022
RE: Approve the Change in the Board of Trustees Meeting Date

I. BACKGROUND

The Board of Trustees approved the 22-23 Meeting Calendar during the spring of 2022. The original Meeting Calendar included January 12, 2023 and January 19, 2023 meetings. These meetings are only separated by only one week.

District staff propose that the January 19, 2022 meeting be moved to January 26, 2022 in order to provide more time to prepare the agenda and support documents needed for the meeting.

II. RECOMMENDATION: REVIEW AND ACTION

Approve the recommendation to move the January 19, 2022 meeting to January 26, 2022.