



Mt. Diablo Unified School District Governing Board

Draft - Board Meeting Minutes

REGULAR MEETING OF THE BOARD OF EDUCATION MT. DIABLO UNIFIED SCHOOL DISTRICT Wednesday, March 19, 2025 (6:00 PM)

ROLL CALL

Debra Mason
Linda Mayo
Cherise Khaund
Keisha Nzewi

1.0 Call to Order

1.1 Call to Order

The Board President will call the meeting to order.

Recommendation: Call the meeting to order.

The Board President called the meeting to order at 5:01pm

1.2 Conduct Roll Call

Recommendation: The Board President will conduct roll call.

The Board President conducted roll call. All were present with the exception of Trustee McDougall.

2.0 Closed Session Public Comment

2.1 Public Comments: The Public May Address the Board Concerning Items That are Scheduled for Discussion during Closed Session Only.

The public may address the Board concerning items that are scheduled for discussion during Closed Session only. Speakers must submit a Speaker's Card to the Board secretary. The Board President will call each speaker to the podium as appropriate. These presentations are limited to three minutes each, or a total of thirty minutes for all speakers or the three minute limit may be shortened. Speakers are not allowed to yield their time.

Recommendation: Hear public comment(s).

There were no public comments.

3.0 Closed Session Agenda

3.1 Negotiations - The Board May Discuss Negotiations or Provide Direction to its Representatives Regarding Represented Employees (Government Code Section 54957.6)

Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to Government Code Section 54957.6. Agency negotiators: Dr. Adam Clark, Dr. Wendi Aghily, Samantha Allen, Leannee Medina Estrada, Kimberly Vaiana, Ryan Sheehy and legal counsel; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856

Recommendation: Information

4.0 Adjourn to Closed Session

4.1 Adjourn to Closed Session

The Board President will adjourn the meeting to closed session.

Recommendation: Adjourn to closed session.

The meeting adjourned to closed session at 5:03pm

5.0 Reconvene Open Session

5.1 Reconvene Open Session

The Board of Education will reconvene Open Session.

Recommendation: Reconvene Open Session.

Open Session reconvened at 6:00pm

6.0 Preliminary Business

6.1 Land Acknowledgement: We recognize that the Mt Diablo Unified School District sits on the territory of the Confederated Villages of Lisjan, the ancestral and unceded land of the Bay Miwok and Northern Yokut, the successors of the sovereign Verona Band of Contra Costa County. As members of the MDUSD community, it is vitally important that we not only recognize the history of the land on which we learn, but also, we recognize that the land we inhabit and learn on is the ancestral land of these people who are alive and flourishing members of MDUSD and broader bay area communities today.

Recommendation: Read Land Acknowledgement

6.2 Pledge of Allegiance

The Board President will lead the Pledge of Allegiance.

Recommendation: Lead the Pledge of Allegiance.

6.3 Review and Potential Approval of Minutes for Regular Board Meeting Held March 12, 2025

Board Meeting Minutes March 12, 2025

Minutes have been prepared for the board meeting on March 12, 2025 and are presented for review and approval.

Recommendation: Move to approve the minutes for the Regular Board Meeting March 12, 2025.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the minutes for the Regular Board Meeting March

12, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

6.4 Review and Potential Approval of the Agenda

The Governing Board may reorder or delete items within the agenda.

Recommendation: Move to approve the agenda.

ORIGINAL - Motion

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the agenda'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

7.0 Report Out of Action Taken in Closed Session

7.1 Negotiations - The Board May Discuss Negotiations or Provide Direction to its Representatives Regarding Represented Employees (Government Code Section 54957.6)

Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to Government Code Section 54957.6. Agency negotiators: Dr. Adam Clark, Dr. Wendi Aghily, Samantha Allen, Leannee Medina Estrada, Kimberly Vaiana, Ryan Sheehy and legal counsel; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856

Recommendation: Information

The governing board received information.

7.2 Discipline, Dismissal, Release or Reassignment of Public Employee (Government Code Sec. 54957(b)(1))

Recommendation: Information/action.

In closed session by a vote of 4-0-1 with no abstention and Trustee McDougall absent, the board took action to approve the resignation of one employee per the separation agreement.

In closed session the board considered the reassignment of two (2) principals and one (1) program specialist under Education Code Section 44591 and voted by a vote of 4 in favor, no abstentions and Trustee McDougall absent (4-0-1) to send notice they will be reassigned to a position for which they are credentialed at the end of 2024-25 school year.

7.3 Conference with Legal Counsel-Existing Litigation

Conference with Legal Counsel-Existing Litigation. The Board will meet in closed session to discuss the following matter(s)--CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code § 54956.9): 1. Douglas Scott v. Mt. Diablo Unified School District, Contra Costa County Superior Court, Case No. C24-00500. 2. Tony Hanna v. Mt. Diablo Unified School District, Contra Costa County Superior Court, Case No. C24-02256.

Recommendation: N/A

This item was presented by board Trustee Khaund. The board met in closed session to discuss the matter of existing litigation pursuant to Government Code 54956.9. Trustee Mayo had recused self. By a vote of 3-0-1, in the matter of Douglas Scott v. Mt. Diablo Unified School District, Contra Costa County Superior Court, Case No. C24-00500 the approved a settlement up to the stipulated amount and according to the settlement terms.

8.0 Public Comment

8.1 Public Comment: The Public May Address the Board Regarding any Item Not on the Agenda. Public Comment Will Also be Allowed on Each Specific Agenda Item Prior to Board Action Thereon.

Public Comment: The public may address the Board regarding any item within the jurisdiction of the Board of Education of the Mt. Diablo Unified School District that is not on this agenda. Speakers must submit a Speaker's Card to the Board secretary. The Board President will call each speaker to the podium as appropriate. These presentations are limited to three minutes each, or a total of thirty minutes for all speakers, or the three minute limit may be shortened. If there are multiple speakers on any one subject, the public comment period may be moved to the end of the meeting. Speakers are not allowed to yield their time. Public Comment will also be allowed on each specific agenda item prior to board action thereon.

Recommendation: Listen to Public Comment.

Seven (7) public comments were heard.

9.0 Communications

9.1 District Organizations: At Regular Board Meetings, a Single Spokesperson of Each Recognized District Organization May Make a Brief Presentation. Items Are Limited to Those Which are Informational

At regular Board meetings, a single spokesperson of each recognized District organization may make a brief presentation following the Consent Agenda. Items are limited to those which are informational.

Recommendation: Listen to Communications.

One (1) communication comment was heard.

10.0 Recognitions and Resolutions

10.1 Review and Potential Approval of Resolution 24/25-54 In Recognition of Arab American Heritage Month

The Mt. Diablo Unified School District Board of Education will consider the adoption of Resolution 24/25 (54) in Recognition of Arab American Heritage Month.

Recommendation: Move to approve Resolution 24/25-54 in Recognition of Arab American Heritage Month

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-54 in Recognition of Arab American Heritage Month'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

10.2 Review and Potential Approval of Resolution 24/25-56 in Support of K12 Adult Education and Recognition of Adult Education Week

Resolution 24/25-56 in Support of K12 Adult Education Mt. Diablo Adult Education Data Sheet

Annual Adult Education Week, this year designated the week of April 6 – April 12, 2025 in the State of California. The attached proposed resolution designating this week within Mt. Diablo USD as Adult Education Week is to recognize the educational programs and services of Mt. Diablo USD Adult Education serving the MDUSD community of adults and families of the K-12 students of Mt. Diablo USD.

Recommendation: Move to approve Resolution 24/25-56 in Support of K12 Adult Education and Recognition of Adult Education Week April 6-12, 2025.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-56 in Support of K12 Adult Education and Recognition of Adult Education Week April 6-12, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

10.3 Review and Potential Approval for Resolution 24-25 (57) Individuals to Update Banking Information

Resolution 24/25-57

To ensure the efficient management of district funds and maintain accurate banking records, the district requires an authorized individual to update and modify banking information as necessary. This authorization includes updating account details, modifying signatory information, and making necessary changes in coordination with the district's financial institution(s).

Recommendation: Move to approve Resolution 24/25-57 for Individuals to Update Banking Information.

ORIGINAL - Motion

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-57 for Individuals to Update Banking Information'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

11.0 Board Member Reports

11.1 Board Member Reports

Board Members may choose to report out their activities.

Recommendation: Information.

12.0 Superintendent Report

12.1 Superintendent's Report

The Superintendent may choose to report out on activities.

Recommendation: Information.

13.0 Consent Agenda

Prior to the vote on the Consent Agenda, one (1) comment was made on item 13.5.

13.1 Approval of Items listed under Consent Agenda.

Items listed under Consent Agenda are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon the request of any member of the Board and acted upon separately.

Recommendation: Approve all Consent Agenda items.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Approve all Consent Agenda items'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.2 Review and Potential Approval of the Recommended Action for Certificated Personnel

List of certificated hires, leave of absences, resignations, and retirements

See attached for detailed list of certificated hires, leave of absences, resignations, and retirements.

Recommendation: Move to approve the recommended action for certificated personnel.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the recommended action for certificated personnel'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.3 Review and Potential Approval of the Recommended Action for Classified Personnel

List of classified hires, leave of absences, resignations, and retirements.

Information of classified hires, leave of absences, resignations, and retirements for consideration.

Recommendation: Move to approve the recommended action for classified personnel.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the recommended action for classified personnel'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

13.4 Review and Potential Approval of an Increase in the Purchase Order for United Site Services of California.

Change Order

Secondary Educational Services is seeking to increase the Purchase Order for United Site Services of California to \$52,200.00

Recommendation: Move to approve an increase in the Purchase Order for United Site Services of California from \$41,000.00 to \$52,200.00 for the 2024-2025 school year.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve an increase in the Purchase Order for United Site Services of California from \$41,000.00 to \$52,200.00 for the 2024-2025 school year'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

13.5 Review and Potential Approval of the Destiny Library Manager April 1, 2025 through March 31, 2026 and Destiny Resource Manager April 1, 2025 through June 30, 2025

Destiny has been the centralized library and textbook management system used at all elementary, middle, high school, and alternative education campuses. Based on features of the system, staff proposes continuing with Destiny as the library management system, with a one-year renewal. Staff is proposing moving textbooks/instructional materials to the same system as our Chromebook management system and approving a renewal of Destiny Resource Manager for a period of three months to support the transition without impact on our materials tracking.

Recommendation: Move to approve the renewal of the Destiny Library Manager for April 1, 2025 through March 31, 2026 and the Destiny Resource Manager for April 1, 2025 through June 30, 2025.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the renewal of the Destiny Library Manager for April 1, 2025 through March 31, 2026 and the Destiny Resource Manager for April 1, 2025 through June 30, 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes

Keisha Nzewi Yes

13.6 Review and Potential Approval of the Incident IQ (iiQ) Asset Management System for Textbooks and Instructional Materials

MDUSD currently uses Incident IQ (iiQ) as the asset management system for Chromebooks. iiQ recently added a resource management feature for textbooks and instructional materials. For continuity of management systems and based on system features, staff is proposing moving textbooks/instructional materials to the same system as our Chromebook management system, iiQ. Costs include initial pilot and on-boarding services (one-time cost), and product subscription from June 2025 through July 2026.

Recommendation: Move to approve the Incident IQ (iiQ) Asset Management system for textbooks and instructional materials.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Incident IQ (iiQ) Asset Management system for textbooks and instructional materials'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.7 Review and Potential Approval of MDUSD's Application for College and Career Access Pathway (CCAP) Grant, Round 3

MDUSD 2025-2026 Dual Enrollment, including proposed dual enrollment at Concord High School

Staff is seeking Board approval of MDUSD's application for College and Career Access Pathway (CCAP) Grant, Round 3 to support the expansion of dual enrollment under Mt. Diablo Unified School District's (MDUSD) current CCAP agreement. Currently, the CCAP agreement with DVC provides for dual enrollment at Mt. Diablo High School, Northgate High School, and Ygnacio Valley High School. It also includes district wide programs, Diamante Scholars and College Now. Round 3 of the grant will allow MDUSD to expand its current agreement to include dual enrollment at Concord High School. The grant can be used to expand its current agreement to increase the number of students served, to add high schools not currently covered in the current CCAP agreement, and/or to strengthen pupil advising, student support and outreach campaigns, with a focus on students who may not be college bound or who are underrepresented. MDUSD proposes to apply for Round 3 of the CCAP grant, on behalf of Concord High School, for \$100,000 to be expended over the grant period (2025-2027). There are no match requirements for the grant.

Recommendation: Move to approve MDUSD's application for the College and Career Access Grant, Round 3.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve MDUSD's application for the College and Career Access Grant, Round 3'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.8 Review and Potential Approval of an Out of State Conference for Stacey Higgins Norman to attend the 2025 Be GLAD Symposium in Seattle, Washington April 24-25, 2025

Requesting approval for Stacey Higgins Norman, teacher at Meadow Homes Elementary School to attend the Be GLAD Symposium in Seattle, Washington April 24-25, 2025.

Recommendation: Move to approve the out of state conference for Stacey Higgins Norman, teacher at Meadow Homes Elementary School.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state conference for Stacey Higgins Norman, teacher at Meadow Homes Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

A) Fiscal

13.9 Review and Potential Approval of the Fiscal Transactions for the Months of November 2024, December 2024, January 2025 and February 2025

Detail Warrants November 2024 Warrant Cancellations November 2024 Detail Warrants December 2024 Warrant Cancellations December 2024 Detail Warrants January 2025 Warrant Cancellations January 2025 Detail Warrants February 2025 Warrant Cancellations February 2025

Payments have been made to meet District's obligations to improvements and other outgoing expenses.

Recommendation: Move to approve fiscal transactions for the months of November 2024, December 2024, January 2025 and February 2025.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve fiscal transactions for the months of November 2024, December 2024, January 2025 and February 2025'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

B) Food and Nutrition Services

13.10 Review and Potential Approval of an Increase to the Sysco Food Services of San Francisco Purchase Order for the 2024-25 School Year

Change Orders for Sysco and Danco Foods (Danielson)

Food and Nutrition Services is seeking approval to increase the Purchase Order for Sysco Food Service of San Francisco by \$650,000 to a total of \$1,611,000 for the remainder of the 2024-25 school year. This contract was competitively bid under RFP #1939; the original contract award was approved by the Board on May 8, 2024. We are requesting an increase to the Purchase Order because of increased meal participation and to fill in for products we are unable to procure from other Vendors.

We are simultaneously submitting a Change Order for Danco Foods (Danielson) to reduce their Purchase Order by \$350,000. We expect the overall fiscal impact to be minimal as we are on track to keep our food and food supply costs under 30% of revenue for the year.

Recommendation: Move to approve an increase to the Sysco Food Service of San Francisco Purchase Order in the amount of \$650,000.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve an increase to the Sysco Food Service of San Francisco Purchase Order in the amount of \$650,000'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

C) Maintenance and Operations

13.11 Review and Potential Approval of Amendment #1 to Independent Service Contract with BSK Associates for the Elementary Modernization Program

BSK Proposal BSK Amendment #1 Change Order BSK ISC

At the June 26, 2024 meeting, the Board of Education took action to approve the Contract with BSK Associates for the use of a specialized testing lab. Staff is bringing forward Amendment #1 to this Master Contract to incorporate scope to include the Special Inspection and Materials Testing Services required for the Mt. Diablo Unified School District Increment 2 for the Elementary Modernization Program.

Recommendation: Move to approve Amendment #1 to Independent Service Contract with BSK Associates for the Elementary Modernization Program

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve Amendment #1 to Independent Service Contract with BSK Associates for the Elementary Modernization Program'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.12 Review & Potential Approval of Furniture Purchase & Installation for College Park High School High School Programs per OMNIA Contract Number: R191810

Omnia Agreement (CPHS) Omnia Exhibit B (Quote) Omnia Contract Updates

To support multiple necessary programs & spaces at College Park High School new furniture and storage solutions will be purchased. Areas include an updated and effective library, drama program classroom, special education classroom, wellness center counseling spaces, Instructional Materials Center, staff copy and tech spaces, where the new 21st furniture provides student-centered environments with agile furniture that supports student focus through fidget and movement. In order to achieve program improvements ahead of the 2025/2026 school year, the timeline for ordering requires approval prior to the final cost proposal from the vendor therefore we are seeking approval on a Not to Exceed budget. Government Code §§ 6500 et seq. provides that public agencies, including school districts may enter into joint

powers agreements to exercise powers common to them, including the power to procure equipment, materials, and supplies. OMNIA Partners is a cooperative administrator, which the District has joined by executing a Master Intergovernmental Cooperative Purchasing Agreement, which was Board approved on September 11, 2024, through Resolution #24/25-14. OMNIA issued a Request for Proposal for Furniture Installation, and Related Services, RFP #19-18. MeTEOR Education submitted proposal and was awarded the contract, OMNIA Purchasing Program, Contract # R191810. Accordingly, as a member of OMNIA, the District entering into a contract with MeTEOR, incorporating the OMNIA Purchasing Program, Contract # R191810.

Recommendation: Move to Approve the Furniture Purchase & Installation for College Park High School High School Programs per OMNIA Contract Number: R191810

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Furniture Purchase & Installation for College Park High School High School Programs per OMNIA Contract Number: R191810'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

D) Special Education and Student Services

13.13 Review and Potential Approval of Revised Job Description Mental Health Clinical Specialist Trainee.

Revised Job Description Mental Health Clinical Specialist Trainee, formerly Behavior Health Specialist Trainee.

This updated job description is designed to support the District's contract with County Behavioral Health. The title change aligns with the District's agreement with MDSPA to have a title that reflects the clinical work staff are providing when serving our students with mental health needs.

Recommendation: Move to approve the Revised Job Description Mental Health Clinical Specialist Trainee.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Revised Job Description Mental Health Clinical Specialist Trainee'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

13.14 Review and Potential Approval of Revised Job Description Mental Health Clinical Specialist I.

Revised Job Description Mental Health Clinical Specialist I, formerly Behavior Health Specialist I.

This updated job description is designed to support the California Youth and Behavioral Health Initiative (CYBHI) Fee Schedule and the District's contract with County Behavioral Health. The title change aligns with the District's agreement with

MDSPA to have a title that reflects the clinical work staff are providing when serving our students with mental health needs.

Recommendation: Move to approve the Revised Job Description Mental Health Clinical Specialist I.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Revised Job Description Mental Health Clinical Specialist I'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

13.15 Review and Potential Approval of Revised Job Description Mental Health Clinical Specialist II.

Revised Job Description Mental Health Clinical Specialist II, formerly Behavior Health Specialist II.

This updated job description is designed to support the California Youth and Behavioral Health Initiative (CYBHI) Fee Schedule and the District's contract with County Behavioral Health. The title change aligns with the District's agreement with MDSPA to have a title that reflects the clinical work staff are providing when serving our students with mental health needs.

Recommendation: Move to approve the Revised Job Description Mental Health Clinical Specialist II.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Revised Job Description Mental Health Clinical Specialist II'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Keisha Nzewi Yes

E) Transportation

13.16 Review and Potential Approval of an Increase to the Independent Services Agreement, for Services Already Rendered, with Pawar Transportation for Special Education Transportation in the 2024/25 School Year.

The Transportation Department is requesting an increase to the independent service contract (ISC) for Pawar Transportation for services already rendered. The ISC was for the transportation of Special Education in sedans from July 1, 2024 through September 30, 2024. The Independent Service Contract (ISC) with Pawar Transportation was established as a short-term solution while the Request for Proposals (RFP) 1943 – Passenger Vehicle Special Education Pupil Transportation Services was out for bid. Pawar Transportation did not submit a bid for RFP 1943.

Recommendation: Move to approve the increase to the independent service contract with Pawar Transportation.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve the increase to the independent service

contract with Pawar Transportation'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

14.0 Consent Item Pulled for Discussion

15.0 Consent Item Pulled by Staff

16.0 Business/Action Items

16.1 Review and Potential Approval of the Mt. Diablo Unified School District Second Interim Report 2024-25

2024-25 Second Interim Report 2024-25 Second Interim Presentation

The interim report presents revenue and expenditure projections to the end of the fiscal year and compares these projections to the budget. The projections are made by gathering the best information available at the time from a variety of sources, such as district administrators, county officials, state officials and School Services of California. The year-end projections give the most up-to-date financial status of the district for the current year and the two subsequent years.

Recommendation: Move to approve of the District's Positive Certification.

After the presentation, three (3) comments were heard.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve of the District's Positive Certification'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

16.2 Review and Potential Approval of Resolution 24/25-55 Designating Certain General Funds as Committed Fund Balance

Resolution 24/25-55

Board policy 3100 provides for the classification of fund balances in the general fund in compliance with Governmental Accounting Standards Board (GASB).

Recommendation: Move to Approve Resolution 24/25-55 Designating Certain General Funds as Committed Fund Balance.

Prior to the vote, one (1) comment was heard.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Move to Approve Resolution 24/25-55 Designating Certain General Funds as Committed Fund Balance'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

16.3 Review and Potential Approval of the School Plans for Student Achievement (SPSA) for Mt. Diablo Elementary School, Shore Acres Elementary School, and Ygnacio Valley High School.

The School Plan for Student Achievement (SPSA) identifies and addresses the instructional needs of students and specifies how state and federal categorical funds will be used to accomplish the goals outlined in the plan. In addition, the SPSA template includes additional components for our Title I schools with schoolwide programs, as well as our schools in comprehensive support and improvement (CSI) and additional targeted support and improvement (ATSI). School sites include their allocated Local Control Funding Formula Targeted Supplemental, and optionally, their allocated LCFF Base Funds in their SPSAs. State regulations require that the School Site Council (SSC) be the group responsible for developing and revising the SPSA in collaboration with the site instructional leadership team. Both Shore Acres Elementary School and Ygnacio Valley High School had new principals this year, and the principal at Mount Diablo Elementary returned in January from leave. All sites worked closely with their SSCs to create School Plans that address the needs of their students, and the SSCs of all three schools approved the updated plans at their January or February meetings. The plans have been reviewed by district personnel and are now being presented to the Board for review and approval.

Recommendation: Review and approve the 2024-25 School Plans for Student Achievement for Mt. Diablo Elementary School, Shore Acres Elementary School, and Ygnacio Valley High School.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Review and approve the 2024-25 School Plans for Student Achievement for Mt. Diablo Elementary School, Shore Acres Elementary School, and Ygnacio Valley High School'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

16.4 Review and Potential Approval of Changes to Board Policies and Administrative Regulations per California School Board Association (CSBA) Recommendations - September 2024 Quarterly Update

BP 0510 School Accountability Report Card AR 0510 School Accountability Report Card
BP 1114 District-Sponsored Social Media - Approved 12/18/2024 AR 1114 District-Sponsored Social Media - Approved 12/18/2024 AR 1312.4 William's Uniform Complaint Procedures - Review 3/12/2025 E(1) 1312.4 William's Uniform Complaint Procedures - Review 3/12/2025 E(2) 1312.4 William's Uniform Complaint Procedures - Review 3/12/2025 AR 3517 Facilities Inspection E(1) 3517 Facilities Inspection BP 4040 Employee Use of Technology E (1) 4040 Employee Use of Technology BP 5144.1 Suspension and Expulsion/Due Process - Review 3/19/2025 AR 5144.1 Suspension and Expulsion/Due Process - Review 3/19/2025 AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities) BP 5147 Dropout Prevention BP 6112 School Day - Approved 12/18/2024 AR 6112 School Day -Approved 12/18/2024 BP 6142.92 Mathematics Instruction BP 6152.1 Placement in Mathematics Courses AR 6152.1 Placement in Mathematics Courses BP 6163.4 Student Use of Technology E(1) 6163.4

Student Use of Technology BB 9010 Public Statements - Approved 12/18/2024 BB 9012 Board Member Electronic Communications - Approved 12/18/2024

CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP), Administrative Regulations (AR), Board Bylaws (BB) and Exhibits (E) for revision in order to adapt to state or federal code changes. Revisions for AR 1312.4 and Exhibits 1312.4 (1) and 1312.4 (2) were presented for review at the March 12, 2025 meeting and are now being brought for approval. Revisions for BP 5144.1 and AR 5144.1 have been made and are being presented for review. These will be brought back at a future meeting for approval. Work continues on the remaining updates.

Recommendation: Move to approve revisions to AR 1312.4 and Exhibits 1312.4 (1) and 1312.4 (2) as presented.

ORIGINAL - Motion

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve revisions to AR 1312.4 and Exhibits 1312.4 (1) and 1312.4 (2) as presented'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes
Keisha Nzewi Yes

16.5 Review and Potential Approval of Changes to Board Policies and Administrative Regulations per California School Board Association (CSBA) Recommendations - December 2024 Quarterly Update

BP 0460 Local Control and Accountability Plan AR 0460 Local Control and Accountability Plan BP 1250 Visitors/Outsiders - Approved 2/26/2025 AR 1250 Visitors/Outsiders - Approved 2/26/2025 BP 3100 Budget AR 3100 Budget BP 3280 Sale or Lease of District-Owned Real Property AR 3280 Sale or Lease of District-Owned Real Property BP 3320 Claims and Actions Against the District - Review 3/19/2025 AR 3320 Claims and Actions Against the District - suggest delete 3/19/2025 BP 3515.5 Sex Offender Notification AR 3515.5 Sex Offender Notification BP 3540 Transportation - Review 3/12/2025 BP 5113.1 Chronic Absence and Truancy AR 5113.1 Chronic Absence and Truancy BP 5148 Child Care and Development AR 5148 Child Care and Development BP 5148.2 Before/After School Programs AR 5148.2 Before/After School Programs BP 5148.3 Preschool/Early Childhood Education AR 5148.3 Preschool/Early Childhood Education BP 6158 Independent Study AR 6158 Independent Study BP 6170.1 Transitional Kindergarten BP 6174 Education for English Learners AR 6174 Education for English Learners BB 9240 Board Training - Approved 2/26/2025 BB 9270 Conflict of Interest - Approved 2/26/2025 E(1) 9270 Conflict of Interest - Approved 2/26/2025 CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP), Administrative Regulations (AR), Board Bylaws (BB) and Exhibits (E) for revision in order to adapt to state or federal code changes. Revisions were made to BP 3540 and reviewed at the March 12, 2025 meeting. These are now being brought for approval. Revisions were made to BP 3320 and AR 3320 and are being brought forward for an initial review. Work continues on the remaining policies.

Recommendation: Move to approve the revisions to BP 3540 as presented.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the revisions to BP 3540 as presented'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Debra Mason Yes
Linda Mayo Yes
Cherise Khaund Yes

17.0 Meeting Extension

18.0 Closed Session (Carry Over)

18.1 Items Not Completed During the First Closed Session will be Carried Over to this Closed Session

Items not completed during the first closed session will be carried over to this closed session as needed.

Recommendation: Reconvene a second closed session as needed.

19.0 Reconvene Open Session

19.1 Report Out Action Taken During Closed Session

Report out action taken during closed session.

Recommendation: Information.

20.0 Future Agenda Items

20.1 Requests May Be Presented for Consideration at a Future Board Meeting

Recommendation: Information

Superintendent Clark stated Kellie Hoover will be coming in the next couple of weeks with a report on the Arts and share relevant information and data.

21.0 Adjournment

21.1 Adjourn Meeting

The meeting of the Board of Education of the Mt. Diablo Unified School District will adjourn.

Recommendation: Adjourn the meeting.

The meeting was adjourned at 8:02pm.