



# Mt. Diablo Unified School District Governing Board

Votes are notated by #yes-#no-#abstain.  
The record of emailed public comments  
is [here](#)

## Draft Board Meeting Minutes

### REGULAR MEETING OF THE BOARD OF EDUCATION MT DIABLO UNIFIED SCHOOL DISTRICT Wednesday, January 17, 2024 (6:00 PM)

---

#### ROLL CALL

Debra Mason  
Linda Mayo  
Cherise Khaund  
Erin McFerrin  
Keisha Nzewi

#### 1.0 Call to Order

President McFerrin called the meeting to order at 5:02pm

##### 1.1 Call to Order

The Board President will call the meeting to order.

**Recommendation:** Call the meeting to order.

##### 1.2 Conduct Roll Call

**Recommendation:** The Board President will conduct roll call.

#### 2.0 Public Comment

There were no public comments

##### **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. 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).

#### 3.0 Closed Session Agenda

**3.1 Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to 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. John Rubio, Dr. Wendi Aghily, Jennifer Sachs, Kimberly Vaiana, Ryan Sheehy and legal counsel; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856

**Recommendation:** Information

### **3.2 Discipline, Dismissal, Release or Reassignment of Public Employee (Gov. Code Sec. 54957(b)(1))**

**Recommendation:** Information/action.

### **3.3 Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) Two Cases**

Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) MDUSD v. CVCHS, et al., Contra Costa Superior Court Case No. MSC15-00574 and Mahoney v. Mount Diablo Unified School District et al. Contra Costa Superior Court Case No.: C23-00648

**Recommendation:** Confer with Legal Counsel on status of existing Litigation (Government Code Section 54956) Two Cases

## **4.0 Adjourn to Closed Session**

The meeting was adjourned to closed session at 5:02pm

### **4.1 Adjourn to Closed Session**

The Board President will adjourn the meeting to closed session.

**Recommendation:** Adjourn to closed session.

## **5.0 Reconvene Open Session**

Open session reconvened at 6:00pm

### **5.1 Reconvene Open Session**

The Board of Education will reconvene Open Session.

**Recommendation:** Reconvene Open Session.

## **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**

## Board Meeting Minutes 12-13-2023

Minutes have been prepared for the board meeting on December 13, 2023 and are presented for review and approval.

**Recommendation:** Move to approve the minutes for the Regular Board Meeting held December 13, 2023.

### **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 held December 13, 2023'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason    Yes  
Linda Mayo    Yes  
Cherise Khaund Yes  
Erin McFerrin    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.

### **AMENDED - Motion**

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **AMENDED** motion 'Move to approve the agenda to move the Audit report to item 12.1'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## **7.0 Report Out Action Taken in Closed Session**

### **7.1 Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to 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. John Rubio, Dr. Wendi Aghily, Jennifer Sachs, 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 (Gov. Code Sec. 54957(b)(1))**

**Recommendation:** Information/action.

There was no information presented.

### **7.3 Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) Two Cases**

Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) MDUSD v. CVCHS, et al., Contra Costa Superior Court Case No. MSC15-00574 and Mahoney v. Mount Diablo Unified School District et al. Contra Costa Superior Court Case No.: C23-00648

**Recommendation:** Confer with Legal Counsel on status of existing Litigation (Government Code Section 54956) Two Cases

The Governing Board received information on one case and approved a settlement as proposed on the Mahoney matter.

## **8.0 Public Comment**

### **8.1 Public Comment: The Public May Address the Board Regarding any Item Not on the Agenda.**

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. 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.

**Recommendation:** Listen to Public Comment.

## **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.

## **10.0 Recognitions and Resolutions**

### **10.1 Review and Potential Approval of Resolution 23/24 - 37 To Support Local, State and Federal Efforts to Exonerate the Port Chicago 50**

On July 17, 1944, a tragic explosion occurred at the Port Chicago Naval Magazine killing 320 men (of whom 202 were African American) and wounding 390 (of whom 233 were African American). Ammunition handlers engaged in a work stoppage and 50 of these men were unlawfully charged with mutiny and sentenced to prison. A Naval Court of Inquiry report confirmed working conditions and practices enforced by Port Chicago leadership were in violation of Naval safety regulations and federal safety code yet those convicted of mutiny were not exonerated. The Mt. Diablo Unified School District Governing Board supports the efforts to exonerate the Port Chicago 50.

**Recommendation:** Move to approve Resolution 23/24 -37 To Support Local, State and Federal Efforts to Exonerate the Port Chicago 50.

#### **AMENDED - Motion**

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **AMENDED** motion 'Move to approve Resolution 23/24 -37 To Support Local, State and

Federal Efforts to Exonerate the Port Chicago 50 including adding a sentence "subsequently a whole town was eliminated and families suffered as well". Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **10.2 Review and Potential Approval of Board Resolution 23/24-39 for Personnel with Provisional Internship Permits**

Board Resolution 23/24-39 for Personnel with Provisional Internship Permits  
The California Commission on Teacher Credentialing is no longer issuing emergency permits. However, the Commission replaced the Emergency Permit with the Provisional Internship Permit (PIP) which provides applicants additional time to meet the subject matter competence requirement(s) needed to enter an internship program. A District may request a PIP only after a diligent search has been conducted and a fully credentialed teacher could not be found. The PIP is issued for one (1) year. All requests for a PIP must be presented to the Governing Board of a public school district for approval. Every PIP request that is submitted to the Commission on Teacher Credentialing must also include verification that a notice of intent to employ the named applicant has been made public.

**Recommendation:** Move to approve Resolution 23/24-39 Provisional Internship Permits

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-39 Provisional Internship Permits'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **10.3 Review and Potential Approval of Board Resolution 23/24-40 for Personnel with Variable Term Waivers**

Board Resolution 23/24-40 for Personnel with Variable Term Waivers  
Variable Term Waivers provide applicants with additional time to complete certain requirements for the credential that authorizes the service. The waiver request is made when there is not a properly credentialed person for the position. All requests for a Variable Term Waiver must be presented for approval to the governing board of a public school district. Every waiver request submitted to the Commission on Teacher Credentialing must include verification that a notice of intent to employ the named applicant in the identified position has been made public.

**Recommendation:** Move to approve Resolution 23/24-40 Variable Term Waivers

#### **ORIGINAL - Motion**

Member **(Linda Mayo)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-40 Variable Term Waivers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **10.4 Review and Potential Approval of Board Resolution 23/24-41 for Local Assignment Option(s) EC 44258.2**

EC 44258.2 Board Resolution

Education Code 44258.2 authorizes the Governing Board to assign an employee holding a Single Subject or a Standard Secondary credential to teach, with his or her consent, any subject in a departmentalized class in grades 5-8 provided that the teacher has completed 12 semester units or 6 upper division or graduate units of coursework in that subject.

**Recommendation:** Move to approve Resolution 23/24-41 Local Assignment Option(s) EC 44258.2

##### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-41 Local Assignment Option(s) EC 44258.2'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **10.5 Review and Potential Approval of Board Resolution 23/24-42 to Authorize Local Assignment Option(s) EC 44256(b)**

EC 44256(b) Board Resolution

Education Code 44256(b) authorizes the Governing Board to assign an employee holding a Multiple Subject or a Standard Elementary credential to teach, with his or her consent, any subject in a departmentalized class below Grade 9 provided that the teacher has completed 12 semester units or 6 upper division or graduate units of coursework in that subject.

**Recommendation:** Move to approve Resolution 23/24-42 Local Assignment Options(s) EC 44256(b)

##### **ORIGINAL - Motion**

Member **(Linda Mayo)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-42 Local Assignment Options(s) EC 44256(b)'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **10.6 Review and Potential Approval of Board Resolution 23/24-43 to Authorize Local Assignment Option(s) EC 44263**

EC 44263 Resolution

Education Code 44263 authorizes the Governing Board to assign an employee holding a teaching credential to teach, with his or her consent, any single subject in a departmentalized class, if the teacher has completed 18 semester units of course work or 9 upper division units of graduate course work in the subject(s) to be taught.

**Recommendation:** Move to approve Resolution 23/24-43 Local Assignment Option(s) EC 44263

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-43 Local Assignment Option(s) EC 44263'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## 11.0 Public Employee Appointment

### 11.1 Review and Potential Approval of Classified Personnel Appointment: Custodial and Operations Manager

Interviews were conducted and a candidate has been selected to fill the position of Custodial and Operations Manager for immediate assignment.

**Recommendation:** Move to approve the appointment of Custodial and Operations Manager.

**AMENDED - Motion**

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **AMENDED** motion 'Move to approve the appointment of Chris Hansen as Custodial and Operations Manager'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## 12.0 Reports/Information

### 12.1 (Original 12.2) Review and Acceptance of Mt. Diablo Unified School District Independent Audit Report for the Fiscal Year Ended June 30, 2023 submitted by Nigro & Nigro.

Mt. Diablo Unified School District Audit Report 2023.

Education Code Section 21020 requires that the District conduct an annual financial audit. The Audit Report for the fiscal year ending June 30, 2023 was conducted by Nigro & Nigro. The Audit Report is submitted to the Board for review and acceptance. These reports are filed with the County Superintendent, State Department of Education and the State Controller's Office.

**Recommendation:** Move to accept of the Independent Audit Report for the fiscal year ended June 30, 2023.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to accept of the Independent Audit Report for the fiscal year ended June 30, 2023'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**12.2 (Original 12.1) 2023 California Accountability Dashboard Review**

Staff report on the recently released 2023 California Accountability Dashboard results.

**Recommendation:** Staff presentation

**12.3 Facilities Update - Bonds & Construction**

Facilities Update Presentation

Staff will provide a Facilities Report, specific to Measure C closure, Measure J Projects, Future Planning & More

**13.0 Board Member Reports**

**13.1 Board Member Reports**

Board Members may choose to report out their activities.

**Recommendation:** Information.

**14.0 Superintendent's Report**

**14.1 Superintendent's Report**

The Superintendent may choose to report out on activities.

**Recommendation:** Information.

**15.0 Consent Agenda**

**15.1 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 **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Approve all Consent Agenda items'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes



Erin McFerrin Yes  
Keisha Nzewi Yes

### **15.2 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 **(Keisha Nzewi)** 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: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.3 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 **(Keisha Nzewi)** 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: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.4 Review and Potential Approval of Independent Service Contracts between Mt. Diablo Unified School District and UCCR Wolf Camp Arroyo for Holbrook Language Academy and Meadow Homes Elementary School for Outdoor Education Program**

UCCR Wolf Camp Arroyo will be providing an Outdoor Education program to Holbrook Language Academy 5th grade students March 25 through March 27, 2024 and for Meadow Homes 5th grade students May 22-25, 2024 The contractor will provide food and lodging for the 3 day, 2 night program. The contractor is responsible for all instruction by naturalist, including instructional materials.

**Recommendation:** Move to approve the UCCR Wolf Camp Arroyo Independent Service Contracts for Outdoor Education services for Holbrook Language Academy and Meadow Homes Elementary School.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the UCCR Wolf Camp Arroyo Independent Service Contracts for Outdoor Education services for Holbrook Language Academy and Meadow Homes Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.5 Review and Potential Approval of an Amendment to the Independent Service Contract between Ignite Nation and Mt. Diablo Unified School District on Behalf of Pine Hollow Middle School.**

#### **Amendment**

Pine Hollow Middle School is requesting approval of an Amendment for changes in the Independent Service Contract with Ignite Nation. Vendor is unable to provide services as outlined on Exhibit A: #1, 4 & 5 were not completed.

**Recommendation:** Move to approve the amendment for the Ignite Nation Independent Service Contract on behalf of Pine Hollow Middle School.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the amendment for the Ignite Nation Independent Service Contract on behalf of Pine Hollow Middle School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.6 Review and Potential Approval of an Amendment to Independent Service Contract Between Brandon Enriquez and Mt. Diablo Unified School District on Behalf of Northgate High School.**

#### **Amendment**

Northgate High School is requesting approval of an Amendment to the Independent Service Contract with Brandon Enriquez and an increase of \$1,500.00 for an additional event.

**Recommendation:** Move to approve the Amendment to the Independent Service Contract with Brandon Enriquez on behalf of Northgate High School.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Amendment to the Independent Service Contract with Brandon Enriquez on behalf of Northgate High School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Erin McFerrin Yes

Keisha Nzewi Yes

### **15.7 Review and Potential Approval of an Out of State Conference for Two Northgate High School's Teachers.**

Information Flyer

Northgate High School is requesting approval for two of their teachers to attend the CEC 2024 Special Education Convention & Expo in San Antonio, Texas. The event will take place on March 12-16, 2024.

**Recommendation:** Move to approve the out of state conference for Northgate High School's teachers.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state conference for Northgate High School's teachers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **15.8 Review and Potential Approval of an Out of State Conference for a Concord High School Teacher.**

Concord High School is requesting approval for one of their teachers to attend the Teach for America's 2024 School Leaders of Color Conference. The conference will take place in Denver, Colorado on February 1-3, 2024.

**Recommendation:** Move to approve the out of state conference for Concord High School's teacher.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state conference for Concord High School's teacher'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **15.9 Review and Potential Approval of the Increase to the Agreement between Herff Jones and Mt. Diablo Unified School District on behalf of College Park High School.**

College Park High School is requesting the approval of additional funds to cover remaining costs from 2022-23 yearbooks, and shipping and taxes for the printing of their 2023-24 yearbooks. 2023-24 costs were previously Board approved on 12/13/23 and 2022-23 cost were previously Board approved on 2/1/2023.

**Recommendation:** Move to approve the increase of funds for College Park High School's agreement with Herff Jones.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the increase of funds for College Park High

School's agreement with Herff Jones'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**15.10 Review and Potential Approval of Amendment to Happy Panda Chinese and Enrichment Independent Service Contract with Mt. Diablo Unified School District for Services at Sequoia Elementary School**

On June 14, 2023 the Board approved the original Independent Service Contract with Happy Panda Chinese & Enrichment Services. Another teacher must go through the IB program in order to teach, so the site is asking to increase the contract by \$1,505.000 to provide training and pay for the new teacher's time.

**Recommendation:** Move to approve the amendment to the Happy Panda Chinese and Enrichment Independent Service Contract for services at Sequoia Elementary School.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the amendment to the Happy Panda Chinese and Enrichment Independent Service Contract for services at Sequoia Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**15.11 Review and Potential Approval of Independent Service Contract between Mt. Diablo Unified School District and Music In Schools Today (MUST) for services at Meadow Homes Elementary School.**

MUST will be providing Teaching Artists to Meadow Homes Elementary School. Three different Teaching Artists will provide a 10 week program of instruction with the teacher present in the following subjects: Ballet Folklorico, African Textile Block Printmaking, Hip Hop Dance & Music and Capoeira Brazilian Music & Folkloric Stick Dance. Students will experience a wide diversity of cultures and traditions through the visiting Teacher Artists. Company will invoice school monthly after services have been provided.

**Recommendation:** Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Music In Schools Today to provide services at Meadow Homes Elementary School.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Music In Schools Today to provide services at Meadow Homes Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes

Cherise Khaund Yes  
Erin McFerrin Yes  
Keisha Nzewi Yes

#### **15.12 Review and Potential Approval for an Out of State Conference for Five Riverview Middle School Teachers.**

Riverview Middle School is requesting approval for five of their teachers to attend the California Association of Directors of Activities Conference (CADA) being held in Reno, Nevada on March 6-9, 2024.

**Recommendation:** Move to approve the Riverview Middle School out of state teacher conference to CADA.

##### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Riverview Middle School out of state teacher conference to CADA'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **15.13 Review and Potential Approval of an Independent Service Contract Between Dinero Designs and Mt. Diablo Unified School District on Behalf of Ygnacio Valley High School.**

Independent Service Contract 1 & 2

Ygnacio Valley High School is requesting the approval of their Independent Service Contracts with Dinero Designs to install painting designs on the health program portables and a mural project in the cafeteria walls.

**Recommendation:** Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Dinero Designs on behalf of Ygnacio Valley High School.

##### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Dinero Designs on behalf of Ygnacio Valley High School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **15.14 Review and Potential Approval of Independent Service Contract between Mt. Diablo Unified School District and Active Education for Services at Wren Ave Elementary School**

The Active Education PE program is a well-organized physical education program that includes enjoyable and health promoting activities aligned with the California Physical Education standards. The curriculum is crafted based on evidence-based research and data, following Casel's Core Competency Framework. Through a blend of activities, the

program aim is to foster character development in students. Program will begin January 18 and run through May 31, 2024. Teachers will be present during this activity.

**Recommendation:** Move to approve Independent Service Contract between Mt. Diablo Unified School District and Active Education for services at Wren Ave Elementary School.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Independent Service Contract between Mt. Diablo Unified School District and Active Education for services at Wren Ave Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**15.15 Review and Potential Approval of an Overnight Field Trip for Ygnacio Valley High School Robotics Team.**

Ygnacio Valley High School is requesting approval of an overnight field trip for a student robotics competition. The competition will take place in El Segundo on March 14-19, 2024. Students and chaperones will travel by charter bus and will stay at local hotels.

**Recommendation:** Move to approve the overnight field trip for Ygnacio Valley High School Robotics Team.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for Ygnacio Valley High School Robotics Team'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**15.16 Review and Potential Approval for Increase to Kathy Flores Contract for Additional TISP Mentoring for Five Teachers**

As current TISP mentor caseloads are full per contract, in order to allow additional eligible teachers to begin their TISP induction program this year, as required by state guidelines, staff proposes amending the contract with Kathy Flores to provide TISP Mentoring for 5 teachers. Services would include the review of Individualized Learning Plans, weekly support for mentees, and planning time with TISP coordinators. Kathy was a former TISP mentor in MDUSD and has the appropriate training and experience to provide this service.

**Recommendation:** Move to approve amended contract for Kathy Flores.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve amended contract for Kathy Flores'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.17 Review and Potential Approval of the Williams Quarterly Report for January 31, 2024**

The Williams legislation is a package of state laws resulting from the settlement of a class action lawsuit filed in San Francisco County Superior Court in 2000, Eliezer Williams et al vs. State of California. The basis of the lawsuit was that agencies failed to provide public school students with equal access to instructional materials, safe and decent school facilities, and qualified teachers. The Contra Costa County Office of Education has requested quarterly reports on specific complaints designated in the Williams lawsuit settlement. Quarterly Reports reflect complaints regarding textbooks and instructional materials, teacher vacancies or misassignments, and facilities conditions. This quarter's report includes the months of October through December 2023.

**Recommendation:** Move to Approve ratification of the Williams Quarterly Report, January 31, 2024

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to Approve ratification of the Williams Quarterly Report, January 31, 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.18 Review and Potential Approval of an Out of State Conference for Four Northgate High School Teachers.**

SXSW Conference Information

Northgate High School is requesting approval for four of their teachers to attend the 2024 South by Southwest EDU Conference in Austin, Texas on March 4-7, 2024.

**Recommendation:** Move to approve the out of state conference for 4 Northgate High School teachers.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state conference for 4 Northgate High School teachers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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



### **15.19 Review and Potential Approval of the Memorandum of Understanding Between Jessup University and Mt. Diablo Unified School District for Student Teaching, Assisting and Observation Experiences**

MOU Jessup University Student Teaching, Assisting and Observation Experiences Agreement

Jessup University is requesting to enter into an agreement to place student teachers within Mt. Diablo Unified School District. This agreement shall be from January 1, 2024 to January 1, 2029. The District shall provide practicum experience through practice teaching in schools and classes of the District in accordance with California Commission on Teacher Credentialing Standards.

**Recommendation:** Move to approve the Memorandum of Understanding between Jessup University and Mt. Diablo Unified School District for Student Teaching, Assisting and Observation Experiences.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Memorandum of Understanding between Jessup University and Mt. Diablo Unified School District for Student Teaching, Assisting and Observation Experiences'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **15.20 Review and Potential Approval of the Clinical Experience Agreement Between Western Governors University and Mt. Diablo Unified School District**

Clinical Experience Agreement Western Governors University

Western Governors University is requesting to enter into an agreement to place student teachers with Mt. Diablo Unified School District. This agreement shall be from January 17, 2024 to January 17, 2027. The District shall provide clinical experience through practice teaching in schools and classes of the District in accordance with California Commission on Teacher Credentialing Standards.

**Recommendation:** Move to approve the Clinical Experience Agreement between Western Governors University and Mt. Diablo Unified School District.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Clinical Experience Agreement between Western Governors University and Mt. Diablo Unified School District'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **15.21 Review and Potential Approval of Out of State Travel for Human Resources Staff for Possible Recruitment of Math, Science, and Special Education Teachers**

The Human Resources Department is requesting the approval for two staff members to travel to the territory of Puerto Rico to possibly recruit Math, Science, and Special



Education teachers. Travel will take place between January 18, 2024 and June 30, 2024.

**Recommendation:** Move to approve the out of state travel for Human Resources staff for possible recruitment of Math, Science and Special Education Teachers.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state travel for Human Resources staff for possible recruitment of Math, Science and Special Education Teachers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

## **A) Maintenance and Operations**

### **15.22 Review and Potential Approval of the Independent Service Contract Amendment with Stingley Consulting Solutions for Security & Supervision Services**

PO 243030 PO 243030 Amendment

To support the various needs of the District, contracting with an outside vendor was necessary to cover school site security and overall operational supervision. The initial contract has been depleted and the requested amendment will ensure we have the necessary support to provide services to our various school sites, should this be necessary, through the remainder of the fiscal year.

**Recommendation:** Move to Approve the Independent Service Contract Amendment with Stingley Consulting Solutions for Supervision Services.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Independent Service Contract Amendment with Stingley Consulting Solutions for Supervision Services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **15.23 Review and Potential Approval of Amendment to Master Agreement Contract with Nacht & Lewis for the Architectural Services to Facilitate the Middle School Kitchen Renovation and Multi Use Room Refresh**

Nacht and Lewis Amendment 1 Nacht and Lewis Master Contract

At the June 28, 2023 meeting, the Board of Education took action to approve the Master Agreement Contract with Nacht & Lewis for the Architectural Services to Facilitate the Middle School Kitchen Renovation and Multi Use Room Refresh Program. Staff is bringing forward Amendment #1 to this Master Contract to incorporate scope to include extended planning efforts for District requested changes and the associated extended contract time for the Valley View Middle School Campus.

**Recommendation:** Move to Approve the Amendment to Master Agreement Contract with Nacht & Lewis for the Architectural Services to Facilitate the Middle School Kitchen Renovation and Multi Use Room Refresh

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Amendment to Master Agreement Contract with Nacht & Lewis for the Architectural Services to Facilitate the Middle School Kitchen Renovation and Multi Use Room Refresh'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

**15.24 Review and Potential Approval of the Issuance of the Notice of Completion for Purchase Order #240489 for the Football Field Turf Project for Riverview Middle School**

PO#240489 - Completion Memo PO#240489 - Notice of Completion

On June 14, 2023, the Board awarded PO# 240489 (under the CMAS Piggyback Contract #4-20-78-0089C) to KYA Services, LLC, for Football Field Turf Project for Riverview Middle School. The contractor has completed all work under PO# 240489 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$334,921.11 Final Contract Value: \$334,921.11

**Recommendation:** Move to approve the Issuance of the Notice of Completion for PO# 240489 for the Football Field Turf Project for Riverview Middle School

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion for PO# 240489 for the Football Field Turf Project for Riverview Middle School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

**15.25 Review and Potential Approval to Increase the Purchase Order with Bel Air Mechanical, for Heating, Ventilation & Air Conditioning Service Calls (work orders)**

Bel Air Mechanical, has an open purchase order (PO) for Heating, Ventilation & Air Conditioning Repairs and Service Calls (work orders) in the amount of \$114,500.00 for the 2023/2024 Fiscal Year to support necessary maintenance work. The Original PO (attached) was issued for \$50,000 but has been increased to the allowed amount listed above. This existing open purchase order will be depleted soon due to the amount of work completed to support the District. An increase of \$100,000.00 is requested, to cover the needs for the remainder of the 2023/2024 fiscal year. The request of \$100,000.00 will increase the PO for Bel Air Mechanical from \$114,500.00 to \$214,500.00. The District is receiving outside support from several HVAC

Maintenance Contractors, including those on the approved HVAC Contractor Pool List.

**Recommendation:** Move to approve to Increase the Purchase Order with Bel Air Mechanical, for Heating, Ventilation & Air Conditioning Service Calls (work orders)

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve to Increase the Purchase Order with Bel Air Mechanical, for Heating, Ventilation & Air Conditioning Service Calls (work orders)'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## **B) Purchasing**

### **15.26 Review and Potential Approval Purchase Order Summary Report for December 2023**

Purchase Order Summary Report for December 2023 Technology Purchase Order Summary Report for December 2023

District staff is bringing forward Purchase Order (PO) Summary Report for the month of December 2023. This report shows the Purchase Orders for said month, including the amounts, vendors, and budgets used. The PO report is presented in accordance with Education Code Section 17604, and in an effort to be transparent in District orders and smaller contracts under \$25,000. This report will also include larger orders and service agreements previously submitted to the Board or individual approval. To continue our transparency with technology purchases, staff has also provided a breakout of computer/technology, and software purchases for December 2023. This total is included in the master Purchase Order Summary list.

**Recommendation:** Move to approve Purchase Orders for the month of December 2023

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Purchase Orders for the month of December 2023'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **15.27 Review and Potential Ratification of the Informal Paper Request for Quote for Purchase Requisition No. R139165: High Speed Copy Paper for the Supply Warehouse and for District-Wide Use**

Summary of Request for Quotes 3 Top Responses to Request for Quotes

Mt. Diablo Unified School District issued an informal Request for Quotation (RFQ) for to purchase 1,680 cases of high speed copy paper for the Purchasing Warehouse

supply inventory and for district-wide use. Five quotes were received for the Purchase Requisition, #R139165. The lowest responsive, responsible quote received is from Kelly Spicers, in the amount of \$29.90 per case for a total of \$55,129.62, taxes included.

**Recommendation:** Move to ratify the purchase of copy paper Request for Quotation for PR# R139165: High Speed Copy Paper for the Supply Warehouse and for District-Wide Use to Kelly Spicers.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to ratify the purchase of copy paper Request for Quotation for PR# R139165: High Speed Copy Paper for the Supply Warehouse and for District-Wide Use to Kelly Spicers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **C) Special Education and Student Services**

#### **15.28 Review and Potential Approval of Master Contract with Alpine Academy for the 2023/24 School Year**

Alpine Academy is a California certified therapeutic residential non-public school located in Erda, Utah. Requested funds are to cover program and services for one student placement. Services are provided according to the terms of an individualized educational program and individual service agreement.

**Recommendation:** Move to approve master contract with Alpine Academy for the 2023/24 school year as presented.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve master contract with Alpine Academy for the 2023/24 school year as presented'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **15.29 Review and Potential Approval of an increase to the contract with Contra Costa County Office of Education (CCCOE) to Provide Temporary One-to-One Assistants for Three Students Served by a CCCOE Special Education Program During the 2023-24 School Year**

23-24 CCCOE 1:1 Agreement - 3.pdf

Staff is requesting Board approval to increase the contract to fund three agreements for temporary one-to-one assistants for a total of \$107,280.00 for the 2023-2024 school year. The contract will fund a total of three one-to-one assistants for three students served by the Contra Costa County Office of Education as designated in the

student's IEP. The additional contract with the redacted student name is attached. The Board's initial approval was October 25, 2023. (15.24)

**Recommendation:** Move to approve the increase of the contract with Contra Costa County Office of Education (CCCOE) to provide a temporary one-to-one assistant for three students served by the CCCOE special education programs during the 2023-2024 school year.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the increase of the contract with Contra Costa County Office of Education (CCCOE) to provide a temporary one-to-one assistant for three students served by the CCCOE special education programs during the 2023-2024 school year'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## 16.0 Consent Items Pulled for Discussion

### 16.1 (Original 15.16) Review and Potential Approval of the Increase for Concord High School Mascot Change

The Board approved of adopting a new mascot for Concord High School (CHS) on August 16, 2023, with a district cost of \$200,000. CHS is requesting an increase of \$25,000 to help off-set additional costs, including band uniforms.

**Recommendation:** Move to approve the increase for the Concord High School Mascot change.

**ORIGINAL - Motion**

Member **(Linda Mayo)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the increase for the Concord High School Mascot change'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0** Abstain: **1**. The motion **(Carried). 4 - 0 - 1**

Debra Mason	Abstain
Linda Mayo	Yes
Cherise Khaund	Yes
Erin McFerrin	Yes
Keisha Nzewi	Yes

### 16.2 (Original 15.24) Review and Potential Approval of Independent Service Contract with Sixth Dimension, LLC, for Construction Management Services

Sixth Dimension PMCM Inc. ISC

To support the Measure J General Obligation Bond projects, and due to the vacancies and unsuccessful recruitment to fill those positions, outside professional support is necessary to support the planned extensive projects. Staff is seeking approval to contract with Sixth Dimension PMCM, Inc. for Construction Management Services, a Construction Management Services Firm. The initial contract is to support the Elementary School Site Modernization Program. Entering a construction management services contract is driven by the need for professional expertise in overseeing complex construction projects. These contracts facilitate a collaborative partnership between the

client and the construction manager, ensuring meticulous planning, efficient coordination of resources, and strategic decision-making throughout the project lifecycle. By engaging in such agreements, clients aim to benefit from the construction manager's experience, industry knowledge, and proactive approach in managing potential challenges, thereby enhancing the likelihood of project success. This contractual arrangement provides a structured framework for communication, risk mitigation, and adherence to timelines and budget constraints, fostering a transparent and accountable relationship between all project stakeholders. Government Code 53060 allows the legislative body of any public or municipal corporation or district to contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.

**Recommendation:** Move to Approve the Independent Service Contract with Sixth Dimension, LLC, for Construction Management Services

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Independent Service Contract with Sixth Dimension, LLC, for Construction Management Services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## 17.0 Consent Items Pulled by Staff

## 18.0 Business/Action Items

### 18.1 Review and Potential Approval of the School Plans for Student Achievement (SPSA)

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 (LCFF) 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. Attached are examples of the revised site plans. Copies of all revised School Plans can be found here: [https://drive.google.com/drive/folders/1DXw\\_8UnbPCnP-pHV\\_gzwazKbKcYnqSsH?usp=sharing](https://drive.google.com/drive/folders/1DXw_8UnbPCnP-pHV_gzwazKbKcYnqSsH?usp=sharing)

**Recommendation:** Review and approve the 2023-24 School Plans for Student Achievement

**ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Linda Mayo**) Seconded to approve the **ORIGINAL** motion 'Review and approve the 2023-24 School Plans for Student Achievement'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **18.2 Review and Potential Approval of Revised Resolution 23/24-8 Sufficiency of Textbooks and Instructional Materials**

On September 27, 2023 a Public Hearing was held verifying that each K-12 pupil has sufficient textbooks and instructional materials in the four curricular areas for the 2023-24 school year. Resolution 23/24-8 Sufficiency of Textbooks and Instructional Materials has been revised and is being brought back for approval. The resolution stated that the district did not provide each pupil with sufficient textbooks but in actuality the District had sufficient instructional materials. Language has been updated to clarify this for the Board and the public.

**Recommendation:** Move to approve revised Resolution 23/24-8 Sufficiency of Textbooks and Instructional Materials.

#### **ORIGINAL - Motion**

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve revised Resolution 23/24-8 Sufficiency of Textbooks and Instructional Materials'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **18.3 Review and Potential Approval of Participation in a Transition Study for Students with Disabilities**

The District has been invited to participate in the "Charting My Path for Future Success-Evaluation of Transition Programs; a study commissioned by the US Department of Education. This study which will be carried out by the American Institutes for Research in the Behavioral Sciences will study the effects of robust transition planning on student outcomes. Students will opt into the program and will participate by receiving one of three transition programs which may include self-determination instruction and mentorship. Students will receive the services for up to two years during their last two years of high school, should they opt in. Students who do not opt in will continue to receive the District's existing transition programming through their regularly scheduled special education service providers and instructors.

**Recommendation:** Move to approve participation in the transition study as recommended by staff.

The Governing Board was unable to vote on this matter as the author entered the item as informational only.

### **18.4 Review and Potential Adoption of CCEIS Update and Black Student Achievement Program Standards**



The District is engaged in implementing the CCEIS plan adopted to improve educational outcomes of focal scholars. As the work continues, staff monitor the efficacy and integrity of the program utilizing the rubrics identified in the National Black Student Achievement Program Standards.

**Recommendation:** Receive information regarding the progress on the CCEIS Program Implementation and adopt the National Black Student Achievement Program Standards as recommended by staff.

**ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Receive information regarding the progress on the CCEIS Program Implementation and adopt the National Black Student Achievement Program Standards as recommended by staff'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**18.5 Review and Potential Approval of Outdoor Equity Grant for Meadow Homes Elementary School and Corresponding Resolution 23/24-38**

The Outdoor Equity Grants program (OEP) improves the health and wellness of Californians through new educational and recreational activities, service learning, career pathways and leadership opportunities that strengthen a connection to the natural world. OEP's intent is to increase the ability of residents in underserved communities to participate in outdoor experiences within their community, at state parks, and other public lands. If Meadow Homes is awarded the grant, they will use this to pay for outdoor education expenses.

**Recommendation:** Move to Approve the Outdoor Equity Grant for Meadow Homes Elementary School and corresponding Resolution 23/24-38.

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Outdoor Equity Grant for Meadow Homes Elementary School and corresponding Resolution 23/24-38'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**18.6 Review and Potential Approval of Changes to Board Policies and Administrative Regulations per California School Board Association (CSBA) Recommendations - October 2023 Special Update**

BP 0410 Nondiscrimination in District Programs/Activities BP 1312.2 Complaints Concerning Instructional Materials AR 1312.2 Complaints Concerning Instructional Materials E (1) 1312.2 Complaints Concerning Instructional Materials BP 1312.3 Uniform Complaint Procedure AR 1312.3 Uniform Complaint Procedure AR 1312.4 Williams Uniform Complaint Procedures E(1) 1312.4 Williams Uniform Complaint Procedures E(2) 1312.4 Williams Uniform Complaint Procedures BP 5145.3 Nondiscrimination in District Programs/Activities BP 6143 Courses of Study AR 6143



Courses of Study BP 6161.1 Selection and Evaluation of Instructional Materials AR 6161.1 Selection and Evaluation of Instructional Materials E(1) 6161.1 Selection and Evaluation of Instructional Materials BP 6161.11 Supplementary Instructional Materials BP 6163.1 Library Media Centers

CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes. These revisions were presented for information at the December 13, 2023 meeting and are being brought back for approval.

**Recommendation:** Move to approve the revisions to Board Policies and Administrative Regulations as presented per CSBA recommendations - October 2023 Special Update.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the revisions to Board Policies and Administrative Regulations as presented per CSBA recommendations - October 2023 Special Update'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

**18.7 Review and Potential Approval of Changes to Board Policies and Administrative Regulations per California School Board Association (CSBA) Recommendations - September 2023 Quarterly Update**

BP 1160 Political Processes BP 1330 Use of School Facilities AR 1330 Use of School Facilities E(1) 1330 Use of School Facilities AR 3311 Bids - review 12/13/23 AR 3311.3 Design-Build Contracts - review 12/13/23 BP 3312 Contracts BP 3460 Financial Reports and Accountability BP 3551 Food Service Operations/Cafeteria Fund - review 12/13/23 AR 3551 Food Service Operations/Cafeteria Fund -review 12/13/23 BP 4151 Employee Compensation BP 4251 Employee Compensation BP 4351 Employee Compensation AR 4217.3 Layoff/Rehire BP 5131.9 Academic Honesty - Board Approved 11/8/23 BP 6154 Homework/Makeup Work - Board Approved 11/8/23 BP 6162.5 Student Assessment - Board Approved 11/8/23 AR 7140 Architectural and Engineering Services BB 9124 Attorney

CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes. Revisions for BP 3311 Bids, AR 3311.3 Design Build Contracts, BP and AR 3551 Food Service Operations were presented for Board review at the December 13, 2023 meeting and will be brought back for approval. Work continues on the remaining policies.

**Recommendation:** Move to approve updates to BP 3311 Bids, AR 3311.3 Design Build Contracts, BP and AR 3551 Food Service Operations.

Student Board Member Susana Barrios seconded the motion

**ORIGINAL - Motion**

Member **(Linda Mayo)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve updates to BP 3311 Bids, AR 3311.3 Design Build Contracts, BP and AR 3551 Food Service Operations'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes  
Erin McFerrin Yes  
Keisha Nzewi Yes

### **18.8 Review and Potential Approval of Participation in Anti-Human Trafficking Prevention Program**

The PROTECT program, which has been vetted by the U.S. Department of HHS - Office on Trafficking in Persons, is at no cost to the district and would offer a four-pronged approach to prevention: protocol, training, curriculum, and comprehensive research. Lessons would be provided in two or three short lessons to students at age and developmentally appropriate levels and families would have the right to opt their children out of the lessons. Staff, stakeholders, and parents/caregivers would all have the opportunity to be trained.

**Recommendation:** Move to approve the participation in the project as recommended by staff.

The Governing Board was unable to vote on this matter as the author entered the item as informational only.

### **18.9 Public Hearing and Review of Extended School Year (ESY) Waiver for 2024**

The waiver will reduce the number of Extended School Year (ESY) days from 20 to 18 to align with the district calendar, staffing needs and to reduce time spent on transportation. Additional hours will be added daily to compensate for the 18 day schedule. Proposed dates for Extended School Year are June 10, 2024 July 3, 2024 for a total of 18 days including one holiday observed on June 19, 2024.

**Recommendation:** Conduct a Public Hearing regarding submission of a General Waiver Request for Extended School Year (ESY) 2024.

A public hearing was opened at 8:59pm. Having no comments, the hearing was closed at 8:59pm.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Conduct a Public Hearing regarding submission of a General Waiver Request for Extended School Year (ESY) 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

### **18.10 Establish Board of Education Committee Assignments for 2024**

Each year, Board members are assigned to serve on several types of committees: Board Policy, Management, and Representation and Liaison Committees. Depending upon the type of committee, these assignments allow Board members the opportunity to provide direction, to contribute advice and Board perspective, or to provide representation with other organizations and agencies.

**Recommendation:** Move to establish the 2024 Board Committee assignments.

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to establish the 2024 Board Committee assignments'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**18.11 Review and Potential Approval of the Annual Evaluation of Outdated Documents to be Destroyed Housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments**

Annual Evaluation of Outdated Documents, January 2024

Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments have reviewed records and have identified those ready for destruction due to their age and content. Staff seeks approval by the Board to permanently destroy those records listed on the attachment in accordance with Board Policy 3580 and California Code of Civil Procedure Section 337.15.

**Recommendation:** Move to approve the destruction of outdated documents housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments

**ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the destruction of outdated documents housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments'. Upon a roll call vote being taken, the vote was: Aye: **(xx)** Nay: **(xx)**. The motion **( )**. **(xx) - (xx)**

**18.11 Review and Potential Approval of the Annual Evaluation of Outdated Documents to be Destroyed Housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments**

Annual Evaluation of Outdated Documents, January 2024

Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments have reviewed records and have identified those ready for destruction due to their age and content. Staff seeks approval by the Board to permanently destroy those records listed on the attachment in accordance with Board Policy 3580 and California Code of Civil Procedure Section 337.15.

**Recommendation:** Move to approve the destruction of outdated documents housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments

**AMENDED - Motion**

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **AMENDED** motion 'Move to approve the destruction of outdated documents housed in the Purchasing & Warehouse, Maintenance & Operations, and Transportation Departments with the exception of Certificates of Insurance that included of the sexual/molestation insurance'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## **19.0 Meeting Extension**

## **20.0 Closed Session (Carry Over)**

### **20.1 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.

## **21.0 Reconvene Open Session**

### **21.1 Report Out Action Taken During Closed Session**

Report out action taken during closed session.

**Recommendation:** Information.

## **22.0 Future Agenda Items**

### **22.1 Future Agenda Items**

Future agenda items may be discussed at this time.

**Recommendation:** Information.

## **23.0 Adjournment**

The president adjourned the meeting at 9:12 pm

### **23.1 Adjourn Meeting**

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

**Recommendation:** Adjourn the meeting.