


Votes are notated by #yes-#no-
#abstain. The record of emailed
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Mt. Diablo Unified School District Governing Board

Draft Board Meeting Minutes

REGULAR MEETING OF THE BOARD OF EDUCATION MT. DIABLO UNIFIED SCHOOL DISTRICT Wednesday, November 13, 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 5:01pm

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 Closed Session 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. 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).

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, 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 (Government Code Sec. 54957(b)(1))

Recommendation: Information/action.

3.3 Public Employee Performance Evaluation - Superintendent, Pursuant to Government Code § 54957

Recommendation: Information.

3.4 Confidential Student Matter (20 U.S.C. § 1232g; Education Code §§ 35146 & 49060 et seq.)--One matter

Recommendation: N/A

3.5 Conference with Legal Counsel-Anticipated Litigation

The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant Exposure to Litigation (Government Code § 54956.9(b)): Student JG v. MDUSD

Recommendation: N/A

3.6 Conference with Legal Counsel-Anticipated Litigation

The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant Exposure to Litigation (Government Code § 54956.9(b)): Student STC v. MDUSD

Recommendation: N/A

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 was reconvened at 6:12pm

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 Held October 23, 2024

Board Meeting Minutes October 23, 2024

Minutes have been prepared for the board meeting on October 23, 2024 and are presented for review and approval.

Recommendation: Move to approve the minutes for the Regular Board Meeting held October 23, 2024.

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the minutes for the Regular Board Meeting held October 23, 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

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 (**Keisha Nzewi**) Seconded to approve the **AMENDED** motion 'Move to approve the agenda moving item 12.3 to be heard at 8.1 and items 15.11, 15.15 and 15.16 to be heard as items 11.1-11.3'. 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 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, 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 5-0, the board took action to approve the resignation of two employees per the separation agreement.

7.3 Public Employee Performance Evaluation - Superintendent, Pursuant to Government Code § 54957

Recommendation: Information.

The governing board developed goals for the Superintendent.

7.4 Confidential Student Matter (20 U.S.C. § 1232g; Education Code §§ 35146 & 49060 et seq.)--one matter

Recommendation: N/A

In one confidential student matter, the board, by a vote of 5-0 decided to not hear an appeal of complaint against a district employee pursuant to Board Policy, Administrative Regulation 1312.1

7.5 Conference with Legal Counsel-Anticipated Litigation

The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant Exposure to Litigation (Government Code § 54956.9(b)): Student JG v. MDUSD

Recommendation: N/A

In a vote of 5-0 the board voted to accept the settlement agreement as presented.

7.6 Conference with Legal Counsel-Anticipated Litigation

The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant Exposure to Litigation (Government Code § 54956.9(b)): Student STC v. MDUSD

Recommendation: N/A

In a vote of 5-0 the board voted to approve the settlement agreement as presented.

8.0 Public Comment

8.1 (Original 12.3) Presentation on the 2024 California Assessment of Student Performance and Progress (CAASPP) Results

Update on the results of the 2024 CAASPP student tests.

Recommendation: Information

8.2 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.

There were 21 Public Comments 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.
There were two comments heard.

10.0 Recognitions and Resolutions

10.1 Review and Potential Approval of Resolution 24/25-32 Second Revision to Regular Board Meetings for the 2024 Calendar Year

California Education Code § 335143 provides that organizational meeting must be held within 15 days of the second Friday in December. Since this year is an election year, the organizational meeting must be held between December 13-27, 2024. Accordingly, this Resolution reschedules the December 2024 meeting for December 18, 2024, in compliance with the Education Code.

Recommendation: Move to approve resolution 24/25-32 Second Revision to Regular Board Meetings for the 2024 Calendar Year.

A question on the vote was presented to Legal Counsel, who advised it was ok to vote.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve resolution 24/25-32 Second Revision to Regular Board Meetings for the 2024 Calendar 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

10.2 Review and Potential Approval of Board Resolution 24/25-33 to Authorize Local Assignment Option(s) EC 44263

EC 44263 Board Resolution

Education Code 44263 authorizes the Governing Board to assign any employee holding a valid teaching credential to teach, with his or her consent, a single subject class which he or she has 18 semester units of coursework or 9 upper division or graduate coursework, or a multiple subject class if he or she holds at least 60 semester units equally distributed among the 10 areas of a diversified major.

Recommendation: Move to approve Resolution 24/25-33 Local Assignment Option(s) EC 44263

ORIGINAL - Motion

Member **(Linda Mayo)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-33 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

10.3 Review and Potential Approval of Board Resolution 24/25-34 for Personnel with Variable Term Waivers

Board Resolution 24/25-34 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 245/25-34 Variable Term Waivers

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 245/25-34 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 24/25-35 for Personnel with Provisional Internship Permits

Board Resolution 24/25-35 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 24/25-35 Provisional Internship Permits

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-35 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

11.0 Public Employee Appointment

11.1 (Original 15.11) Review and Potential Approval to Revise Job Description and Title for Director of Partnerships & MTSS to Director of Strategic Supports and Interventions

Redlined version with updates. Clean and updated version of job description.

The role has grown over time to include a variety of responsibilities that provide strategic support to students. This change matches the department's goal to better serve students, making the position more focused on student outcomes. Adding these responsibilities keeps the role relevant and ensures it continues to have a positive impact while also matching the direction of the department.

Recommendation: Move to approve the revised job description for Certificated Director of Strategic Supports and Interventions

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the revised job description for Certificated Director of Strategic Supports and Interventions'. 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

11.2 (Original 15.15) Review and Potential Approval of a New Salary Schedule for the Chief Business Officer (CBO) on an Employment Contract

2024-2025 CBO Salary Schedule

The current Chief Business Officer (CBO) is on an employment agreement, designating him in a Senior Management position pursuant to Education Code § 45100.5. Further, the Employment Agreement provides for a positive work calendar, meaning that CBO is only compensated for days worked and does not accrue vacation (in contrast to other employees). In order to ensure alignment with current CalPERS regulations, District staff recommends adoption of a salary schedule for a CBO only when the CBO is on a contract waiving Education Code § 45197 (mandatory accrual of vacation). The attached salary schedule outlines a pay rate for a positive work year of 219 days when the CBO is on a contract and waiving the provisions of Education Code § 45197.

Recommendation: That the Board approve the salary schedule for the Chief Business Officer when the CBO is on a contract waiving Education Code § 45197.

ORIGINAL - Motion

Member (**Keisha Nzewi**) Moved, Member (**Linda Mayo**) Seconded to approve the **ORIGINAL** motion 'That the Board approve the salary schedule for the Chief Business Officer when the CBO is on a contract waiving Education Code § 45197'. 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

11.3 (Original 15.16) Review and Potential Approval to Revise Job Description of Executive Director of Human Resources & Risk Management

Edited version with updates. Clean and updated version of job description.

This updated job description is designed to support the department's current needs, enabling us to more effectively address the needs of our employees and bargaining units.

Recommendation: Move to approve Revised Job Description of Executive Director of Human Resources & Risk Management

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Cherise Khaund**) Seconded to approve the **ORIGINAL** motion 'Move to approve Revised Job Description of Executive Director of Human Resources & Risk Management'. 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

11.4 Review and Potential Approval of Certificated Personnel Appointment: Director of Strategic Supports and Interventions

A candidate has been selected to fill the Director, Strategic Supports and Interventions position for the 2024-2025 school year.

Recommendation: Move to approve the appointment of Director, Strategic Supports and Interventions.

AMENDED - Motion

Member (**Debra Mason**) Moved, Member (**Linda Mayo**) Seconded to approve the **AMENDED** motion 'Move to approve the appointment of Linda Pete as Director, Strategic Supports and Interventions'. 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

11.5 Review and Potential Approval of Certificated Personnel Appointment: Interim Chief of Human Resources

A candidate has been selected to fill the position of Interim Chief of Human Resources.

Recommendation: Move to approve the certificated personnel appointment of Interim Chief of Human Resources.

There was one public comment.

AMENDED - Motion

Member (**Cherise Khaund**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **AMENDED** motion 'Move to approve the certificated personnel appointment of Ryan Sheehy as Interim Chief of Human Resources'. 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

11.6 Review and Potential Approval of Certificated Personnel Appointment: Executive Director, Human Resources and Risk Management

A candidate has been selected to fill the position of Executive Director, Human Resources and Risk Management.

Recommendation: Move to approve the certificated personnel appointment of Executive Director, Human Resources and Risk Management.

There was one public comment

AMENDED - Motion

Member (**Cherise Khaund**) Moved, Member (**Linda Mayo**) Seconded to approve the **AMENDED** motion 'Move to approve the certificated personnel appointment of Kimberly Vaiana as Executive Director, Human Resources and Risk Management'. 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

11.7 Review and Potential Approval of Certificated Personnel Appointment: Operational Program Specialist: African American Student Achievement

Interviews were conducted and a candidate has been selected to fill the position of Operational Program Specialist: African American Student Achievement for the 2024-2025 school year.

Recommendation: Move to approve the certificated personnel appointment of Operational Program Specialist: African American Student Achievement.

AMENDED - Motion

Member **(Linda Mayo)** Moved, Member **(Debra Mason)** Seconded to approve the **AMENDED** motion 'Move to approve the certificated personnel appointment of Jaylani Cortes as Operational Program Specialist: African American 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

11.8 Review and Potential Approval of Amendment to Employment Agreement for Adrian Vargas as Chief Business Officer for Mt. Diablo Unified School District for a three year term (2024-25 through 2026-27 School Years)

Staff is seeking to approve an Amendment to the Employment Agreement between Mt. Diablo Unified School District and the Chief Business Officer through the 2026-27 school year. The Board approved the Employment Agreement on June 26, 2024. This Amendment clarifies the Parties agreement that Chief Business Officer is waiving Education Code § 45197 (annual vacations)--the base salary is based on positive work calendar of 219 days.

Recommendation: That the Board move to approve the Amendment to the Employment Agreement for the Chief Business Officer Adrian Vargas through the 2026-27 school year.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'That the Board move to approve the Amendment to the Employment Agreement for the Chief Business Officer Adrian Vargas through the 2026-27 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

12.0 Reports/Information

12.1 Presentation by Food and Nutrition Services on 2024-25 Cafeteria and Serving Area Redesigns

PowerPoint Presentation

In alignment with our Department's goals, Food and Nutrition Services is seeking to improve the student dining experience by investing in modernized welcoming cafeteria and serving areas for students. The presentation outlines the Food and Nutrition Services' Department plans to pilot

cafeteria and serving area redesigns and/or new serving lines at eleven schools during the 2024-25 school year.

Recommendation: Presentation is informational for future item to be presented under consent calendar.

12.2 Presentation from Multilingual Department

The Multilingual Department presentation will include student data, instructional vision, and new initiatives and areas of focus from the department.

Recommendation: Information

13.0 Board Member Reports

13.1 Board Member Reports

Board Members may choose to report out their activities.

Recommendation: Information.

14.0 Superintendent 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 **(Debra Mason)** 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 **(Debra Mason)** 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 **(Debra Mason)** 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 Ratification of Out-of-State Travel by G. Vittoria Abbate, Director of College & Career and Adult Education and Career Technical Education (CTE) Staff Members, November 11-14, 2024

Mt. Diablo Adult Education (MDAE) requests approval for G. Vittoria Abbate, Director, Barbara Leal, CTE Interim Coordinator/COE Liaison and Drew Foerder, Vice Principal, to travel to Atlanta, Georgia, for the purpose of meeting annual compliance requirements of the Council on Occupational Education (COE) related to the national accreditation of MDAE's Career Technical Education (CTE) Center. As the "Chief Administrative Officer" of the "Institution" (MDAE), the Director of College & Career and Adult Education is responsible for the leadership of the CTE Allied Health and Workforce Development Programs of MDAE, as a condition for maintaining the national accreditation of these programs. Participation at the COE Annual Meeting ensures the Director of College & Career and Adult Education, as well as MDAE staff of the "Institution", will be able to achieve its COE-approved Three-Year Strategic Plan goals and objectives of the "Institution" under the authority and leadership of the "Chief Administrative Officer".

Recommendation: Move to ratify out-of-state travel by G. Vittoria Abbate, Director of College & Career and Career Technical Education (CTE) staff members, November 11-14, 2024.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify out-of-state travel by G. Vittoria Abbate, Director of College & Career and Career Technical Education (CTE) staff members, November 11-14, 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

15.5 Review and Potential Approval of an Overnight Field Trip Request for College Park High School Boys Basketball

College Park High School is requesting approval for their Boys Basketball to participate on a tournament in Windsor, California. The event will take place on December 26/28, 2024. Students and chaperones will stay at a local hotel and travel by car.

Recommendation: Move to approve the overnight field trip for College Park High School's Boys Basketball team.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for College Park High School's Boys

Basketball 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

15.6 Review and Potential Approval of an Overnight Field Trip Request for Concord High School Bands

Concord High School is requesting approval for their marching/symphonic band and their jazz ensemble and string orchestra bands to perform and compete at Disneyland, Fullerton City College and California State University, Fullerton. The event takes place on April 24-27, 2025 in Fullerton California. Students and chaperones will stay at local hotels and will travel by charter bus.

Recommendation: Move to approve the overnight field trip for Concord High School Bands.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for Concord High School Bands'. 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 Ratification of an Overnight and Out of State Field Trip for Mt. Diablo High School's Girls Varsity Basketball Team

Mt. Diablo High School's Girls Varsity Basketball team were invited to participate in the Tarkanian Classic Tournament held in Las Vegas, Nevada. Mt. Diablo High School is requesting ratification to purchase flights, hotels and tournament registration. Tournament dates are December 17-22, 2024. Students and chaperones will travel by plane and stay at local hotels.

Recommendation: Move to ratify the Mt. Diablo High School overnight out-of-state field trip for their Varsity Girls Basketball Team.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify the Mt. Diablo High School overnight out-of-state field trip for their Varsity Girls Basketball 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

15.8 Review and Potential Approval of Overnight Field Trip for Northgate High School Varsity Competitive Cheerleading

Northgate High School is requesting approval for their Varsity Competitive Cheerleading Team to travel on an overnight field trip and participate in a National competition on the following dates: January 23 to 25, 2025. Students will travel with their families and will stay at local hotels.

Recommendation: Move to approve the overnight field trip for Northgate High School's Varsity Competitive Cheerleading Team.

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for Northgate High School's Varsity Competitive Cheerleading 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

15.9 Review and Potential Approval of the Crisis Counselor Matching Grant Program with the City of Walnut Creek and Foothill Middle School for the 2024-25 school year

Staff requests approval to partner with the City of Walnut Creek on the Crisis Counselor Matching Grant program to provide funding for an after school crisis counselor at Foothill Middle for the 2024-25 school year. Mt. Diablo Unified School District (MDUSD) will provide a 1.0 FTE counselor as a match. Services will include: on-site crisis counseling with students and families, facilitation of groups, identification of at-risk teens, and educational presentations. The City of Walnut Creek will reimburse MDUSD from the City General Funds up to the maximum of \$10,000. This is for the 2024-25 school year.

Recommendation: Move to approve the Crisis Counselor Matching Grant Program with the City of Walnut Creek and Foothill Middle School for the 2024-25 school year

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Crisis Counselor Matching Grant Program with the City of Walnut Creek and Foothill Middle School for the 2024-25 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

15.10 Review and Potential Approval of an Overnight Field Trip for Northgate High School's Leadership Class

Northgate Leadership students will collaborate with Villa Park High School leadership in Orange, Ca and share, discuss and learn from one another about how to better our own campuses, to make all activities and events inclusive and welcoming for all and gain new ideas to make that come to life. They will be taking part in the YES Disney TeamWork Program; a 3-hour guided lesson hosted by Disney Cast Members to teach the students ideas about how leadership can be used in all aspects of businesses, in daily relationships and how to use what they've been learning throughout the years after high school. The event will take place in Anaheim, California on January 29-February 1, 2025. Students and chaperones will travel by charter bus and will stay at local hotels.

Recommendation: Move to approve the Northgate High School overnight field trip for their Leadership class.

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Northgate High School overnight field trip for their Leadership class'. 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

15.11 Review and Potential Ratification of First Amendment to Independent Contractor Agreement between Mt. Diablo Unified School District and Ernest C. Cooper for Forensic Financial Audit

This item seeks Board ratification of a contract amendment entered into under the bid limit identified in Public Contract Code § 20111, pursuant to Education Code § 17604 and Board Policy 3312. This First Amendment is also authorized pursuant to Government Code § 53060 (Furnishing special services and advice in financial, economic, accounting, engineering, legal matters). This First Amendment is necessary to increase the contract amount reflecting that additional time was necessary to complete a forensic financial audit of the District's CARES (Collaborative of Academics Recreation Enrichment for Students) program, including its contracts with outside vendors.

Recommendation: That the Board move to ratify the First Amendment to the Independent Contractor Agreement between Mt. Diablo Unified School District and Ernest C. Cooper for forensic financial audit.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'That the Board move to ratify the First Amendment to the Independent Contractor Agreement between Mt. Diablo Unified School District and Ernest C. Cooper for forensic financial audit'. 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 the 2025/26 and 2026/27 two year Community Block Grant for Contra Costa and Concord for the CARES Expanded Learning Program

Staff requests to apply for the Community Development Block Grant (CDBG) for Contra Costa and Concord to provide increased enrichment services to eleven eligible CARES Expanded Learning Program sites in the Bay Point and Concord communities. CDBG Contra Costa is funded by the Contra Costa Consortium for Bel Air Elementary, Rio Vista Elementary, Shore Acres Elementary, and Riverview Middle School in Bay Point. These funds would continue to pay for expanded enrichment services and opportunities, and STEM through high quality curriculum, increased specialty instructors, field trips and youth development opportunities. MDUSD has received CDBG funds since 2005. The grant will provide \$2,500 annually per school (Bel Air Elementary, Rio Vista Elementary, Shore Acres Elementary, and Riverview Middle School) for the 2025-2026 and a renewal in 2026-2027 school years for a total of \$10,000 annually. CDBG Concord is funded by the City of Concord. These funds would continue to pay for expanded enrichment services and opportunities, and STEM through high quality curriculum, increased specialty instructors, field trips and youth development opportunities. MDUSD has received CDBG funds since 2005. The grant will provide up to \$7,142 annually per school (Cambridge Elementary, El Dorado Middle, Fair Oaks Elementary, Meadow Homes Elementary, Oak Grove Middle, Wren Ave Elementary, Ygnacio Valley Elementary) for the 2025-2026 and a renewal in 2026-2027 school years for a total of up to \$50,000 annually.

Recommendation: Move to approve submission of the application for the 2025-2026/2026-2027 year Community Development Block Grants (CDBG) for Contra Costa and City of Concord for the CARES Expanded Learning Program.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve submission of the application for the 2025-2026/2026-2027 year Community Development Block Grants (CDBG) for Contra Costa and City of Concord for the

CARES Expanded Learning Program'. 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 the Workforce Innovation and Opportunity Act (WIOA) Grant

The Mt. Diablo Unified School District (MDUSD) seeks approval to apply for the Workforce Innovation and Opportunity Act (WIOA) grant to continue serving WIOA-eligible youth aged 16-24 in Central Contra Costa County. Since 2015, MDUSD has utilized this grant to operate the Youth Empowerment Services (YES) program, which provides workforce development, case management, and essential skills training for approximately 50 youth. The WIOA grant offers \$477,000 annually for four years (2025-2029), depending on available funding and compliance with grant requirements. Funds will be allocated for program staff, materials, and supportive services to enhance educational and career outcomes for youth in targeted sectors. The Workforce Development Board of Contra Costa County (WDBCCC) and its Youth Committee are focused on innovative approaches that maximize WIOA funding to expand services and connect youth to education and training opportunities. The grant aims to fund career pathway models that engage youth through practical work experiences tied to academic learning. MDUSD plans to implement a coordinated service delivery model that includes academic support, counseling, case management, and internship opportunities to facilitate youth development and success in the program. The application will target both in-school and out-of-school youth, particularly focusing on populations such as current and former foster youth, those involved with the criminal justice system, McKinney Vento and other at-risk groups who are unduplicated. If awarded, the grant will significantly enhance MDUSD's capacity to support these youth.

Recommendation: Move to approve the Workforce Innovation and Opportunity Act Grant

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Workforce Innovation and Opportunity Act Grant'. 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 the Purchase of Tiny House Package for Concord High School's Building Trades Program.

Concord High School (CHS) is requesting permission to purchase a Tiny House Package from Tiny House, Inc., in the amount of \$33,817.74. This package contains all the necessary materials, fasteners, and appliances required to construct a 28 foot Tiny House on Wheels. The final result will enable certification of the tiny house to as a recreational vehicle, which will allow a purchaser to qualify for financing and insurance, allowing the house to be placed in designated modular or recreational vehicle facilities. This will provide CHS with the ability to sell the unit at a competitive price and will support CHS's Building Trades Tiny House program to become self-sustaining.

Recommendation: Move to approve the purchase of the Tiny House Package for Concord High School's Building Trades program.

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve the purchase of the Tiny House Package for Concord High

School's Building Trades program'. 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 Updated Job Description for High School Treasurer

Job Description for High School Treasurer.

All the MDUSD High School Treasurers worked collaboratively with MDUSD Internal Auditor to evaluate and update the previous 2007 job description. Working together on the job description reflects the evolution in technology, compliance standards, and district practices, aligning it with the current operational environment.

Recommendation: Move to approve revised job description for High School Treasurer.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve revised job description for High School Treasurer'. 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 of Updated Job Description for Food and Nutrition Services Culinary Manager

Job Description for Food and Nutrition Services Culinary Manager.

Food and Nutrition Services is seeking the Board's approval to revise the current Job Description for the Culinary Manager position to better reflect the essential duties and qualification needed for the position. The Culinary Manager is an essential managerial position within the Food and Nutrition Services Department responsible for menu planning and supervision of the Central Kitchen and Satellite schools.

Recommendation: Move to approve revised job description for Food and Nutrition Services Culinary Manager.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve revised job description for Food and Nutrition Services Culinary 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

15.17 Review and Potential Ratification of the Master Legal Services Agreements between Mt. Diablo Unified School District and Outside Counsel

Legal Services Agreements with the following law firm(s): 1) Renne Public Law Group, LLP
Each fiscal year, District needs to contract with attorneys and other specialists to represent the District in litigation. The Legal Department supervises and directs outside counsel to ensure the District receives the highest quality legal services at the lowest cost. In order to ensure that the District can respond to litigation in a timely manner, we execute Master Agreements for Legal

Services in advance. All fees must be paid from the existing Board approved budget. The Legal Department has created a template for legal services in order to standardize litigation management and consolidate billing efforts.

Recommendation: That the Board approve the Master Legal Service Agreements for the following law firm(s): 1) Renne Public Law Group, LLP.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'That the Board approve the Master Legal Service Agreements for the following law firm(s): 1) Renne Public Law Group, LLP'. 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 Ratification of Letter of Partnership between Mt. Diablo Unified School District (MDUSD) and California State University, East Bay (CSUEB) to Act as Science Guides

Staff at Sun Terrace Elementary is requesting the ratification of a partnership agreement with CSUEB for teachers in training to provide hands-on demonstrations with school age students in a full lab setting, in alignment with Next Generation Science Standards.

Recommendation: Move to approve the ratification of the partnership agreement with MDUSD and CSUEB as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the ratification of the partnership agreement with MDUSD and CSUEB 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

A) Donations

15.19 Review and Potential Acceptance of Bequest in the Amount of \$100,000 for the College Park High School Scholarship Fund to be used for the Kevin Chase Memorial Scholarship

Board Policy 3290 provides: "The Governing Board may accept any gift, grant, or bequest of money, property, or service to the district from any individual, organization, foundation, or public or private agency that desires to support the district's educational program." The William L. & Patricia D. Trust has bequeathed one-hundred thousand dollars (\$100,000.00) for the College Park High School Scholarship Fund to be used for the Kevin Chase Memorial Scholarship. This bequest complies with the requirements of Board Policy 3290--annual scholarship to assist a graduating College Park High School Senior who has interest in the area of biological sciences, with the understanding that an applicant demonstrating greater financial need in another area of study will also be considered.

Recommendation: That the Board move to accept the bequest in the amount of \$100,000 for the College Park High School Scholarship Fund to be used for the Kevin Chase Memorial Scholarship.

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'That the Board move to accept the bequest in the amount of \$100,000 for the College Park High School Scholarship Fund to be used for the Kevin Chase Memorial Scholarship'. 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) Maintenance and Operations

15.20 Review and Potential Approval to Increase the Purchase Order with Bay City Mechanical Service, Inc. for Heating, Ventilation & Air Conditioning Service Calls (Work Orders)

Change Order - Bay City Mechanical

Bay City Mechanical Service, Inc., has an open purchase order (PO) for Heating, Ventilation & Air Conditioning Repairs and Service Calls (work orders) in the amount of \$214,500.00 for the 2024/2025 Fiscal Year to support necessary maintenance work. 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 2024/2025 fiscal year. The request of \$100,000.00 will increase the PO for Bay City Mechanical from \$214,500.00 to \$314,500.00. The District is receiving outside support from several HVAC Maintenance Contractors, including those on the approved HVAC Contractor Pool List per RFP 1924.

Recommendation: Move to approve to increase the purchase order with Bay City Mechanical, Inc., for heating, ventilation & air conditioning service calls (work orders).

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to approve to increase the purchase order with Bay City Mechanical, Inc., 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

15.21 Review and Potential Approval to Increase the Purchase Order with Hung Construction Builder, Inc. for General Construction Services and Repair

Change Order - Hung Construction

Hung Construction Builder, Inc., has an open purchase order (PO) for General Construction Services and Repairs per RFP NO. 1923 in the amount of \$114,500.00 for the 2024/2025 Fiscal Year to support necessary maintenance work. 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 2024/2025 fiscal year. The request of \$100,000.00 will increase the PO for Hung Construction Builder, Inc. from \$114,500.00 to \$214,500.00

Recommendation: Move to Approve the increase the Purchase Order with Hung Construction Builder, Inc. for General Construction Services and Repair per RFP 1923

ORIGINAL - Motion

Member (**Cherise Khaund**) Moved, Member (**Debra Mason**) Seconded to approve the **ORIGINAL** motion 'Move to Approve the increase the Purchase Order with Hung Construction

Builder, Inc. for General Construction Services and Repair per RFP 1923'. 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

15.22 Review and Potential Ratification of Emergency Sewer Line Repair for Pleasant Hill Middle School per California Public Contract Code § 20113 to Roto-Rooter

Pleasant Hill MS - Roto-Rooter

To support the emergency repair of the main sewer line at Pleasant Hill Middle School, the district required the support from an outside vendor. California Public Contract Code § 20113, allows (a) In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property, the board may, by unanimous vote, with the approval of the county superintendent of schools, do either of the following: (1) Make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids.

Recommendation: Move to approve the ratification of the emergency sewer line repair for Pleasant Hill Middle School per California Public Contract Code § 20113 to Roto-Rooter

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the ratification of the emergency sewer line repair for Pleasant Hill Middle School per California Public Contract Code § 20113 to Roto-Rooter'. 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 Proposal with Cheyenne Electric, Inc. for the Installation of Program Needed Vehicle Charging Stations at Willow Creek Center

Cheyenne Electric, Inc. Proposal

In order to support the electric vans for the MDUSD After School Program, charging stations needs to be installed at the Willow Creek Center for the recently purchased vans.

Recommendation: Move to approve the proposal with Cheyenne Electric, Inc. for the installation of program needed vehicle charging stations at Willow Creek Center

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the proposal with Cheyenne Electric, Inc. for the installation of program needed vehicle charging stations at Willow Creek Center'. 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 Amendment #1 to Independent Service Contract with Sixth Dimension, LLC, to Expand Scope of Services

Sixth Dimension ISC Sixth Dimension Amendment #1

At the January 17, 2024 meeting, the Board of Education took action to approve a Not to Exceed (NTE) Contract with Sixth Dimension, LLC, for Construction Management Services for specific Measure J funded projects. Staff is bringing forward the no-cost Amendment #1 to this Independent Service Contract to incorporate scope to include additional Measure J and other funded facility projects. Added projects include the Technology, Infrastructure Upgrades (Track 1 and Track 2 sites), Middle School Kitchen Modernizations, and the Pleasant Hill Middle School Pool Project.

Recommendation: Move to approve Amendment #1 to Independent Service Contract with Sixth Dimension, LLC, to Expand Scope of Services

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Amendment #1 to Independent Service Contract with Sixth Dimension, LLC, to Expand Scope of 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

C) Purchasing

15.25 Review and Potential Ratification of Contracts and Amendments to Contracts Under \$25,000 for October 16-31, 2024

- 4 Contracts and Amendments from October 16-31, 2024 under \$25,000 - Purchase Order ("PO") Summary Report for all Contracts from October 16-31, 2024

This item seeks Board ratification of the attached contracts. Pursuant to Board Policy 3312, Contracts, the Board has delegated to the Superintendent or their designee the authority to enter into contracts on behalf of the District, not to exceed the amounts specified in Public Contract Code § 20111 except as otherwise provided by law. Contracts entered into by delegated authority must be ratified by the Board of Education at an open session meeting of the Board within 60 days of the date the contract was approved by delegated authority. (Education Code § 17604; Public Contract Code § 20111). The attached contracts comply with Board Policy 3312.

Recommendation: Move to ratify four Contracts and Amendments under \$25,000 for October 16-31, 2024

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify four Contracts and Amendments under \$25,000 for October 16-31, 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

15.26 Review and Potential Ratification of Purchase Order Summary Report for October 2024

Purchase Order Summary Report for October 2024 Technology Purchase Order Summary Report for October 2024

District staff is bringing forward Purchase Order (PO) Summary Report for the month of October 2024. 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 contracts. This report includes all 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 October 2024. This total is included in the master Purchase Order Summary list.

Recommendation: Move to ratify Purchase Orders for the month of October 2024

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify Purchase Orders for the month of October 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

D) Special Education and Student Services

15.27 Review and Potential Approval of Increase to Master Contract with Stockton Educational Center for the 2024/25 School Year

Stockton Educational Center is a California certified non-public school located in Lodi, California that serves students who have severe disabilities that have impacted their access to less restrictive program options. The requested funds are to cover anticipated student placements for the 2024/25 school year.

Recommendation: Move to approve increase to master contract with Stockton Educational Center for the 2024/25 school year as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve increase to master contract with Stockton Educational Center for the 2024/25 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

15.28 Review and approval of Agreement and Data Disclosure Documents Related to California Youth Behavioral Health Initiative

Established as part of the Budget Act of 2021, the CYBHI is a multiyear, multi-department package of investments that seeks to reimagine the systems, regardless of payer, that support behavioral health for all California's children, youth, and their families. Efforts will focus on promoting social and emotional well-being, preventing behavioral health challenges, and providing equitable, appropriate, timely, and accessible services for emerging and existing behavioral health (mental health and substance use) needs for children and youth. The District is part of Cohort II, and has been awarded a Capacity Grant in order to expand our current systems to participate in the program. The agreements enclosed will allow us to participate in the program and share data with Carelon data system to bill for services provided to students, generating additional funds.

Recommendation: Move to approve as presented by staff.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve as presented 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

15.29 Review and Potential Approval of Independent Service Contract Between Mt. Diablo Unified School District (MDUSD) and Bylund Clinic for the 2024/2025 School Year.

Bylund Clinic provides independent educational evaluations (IEEs) in the areas of Psychoeducational, Educationally Related Mental Health Services (ERMHS), and Functional Behavioral Analysis (FBA) at the request of the district. Requested funds are to cover anticipated expenses for the 2024/2025 school year.

Recommendation: Move to approve independent service contract with Mt. Diablo Unified School District and Bylund Clinic, for the 2024/2025 School Year as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve independent service contract with Mt. Diablo Unified School District and Bylund Clinic, for the 2024/2025 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

15.30 Review and Potential Approval of the 2024-2025 Contract Amendment between Mt. Diablo Unified School District and Aya Healthcare

Master Contract, Insurance and Amendment #1

Aya Healthcare is a non-public agency (NPA) that provides occupational therapists for school-based services that are identified on Individual Education Plans (IEP's). When Mt. Diablo Unified School District is not able to fill all open positions with district employees, the use of contract agencies is necessary to ensure that we are in compliance with state and federal law that governs special education. Aya Healthcare is a company that is utilized to provide these services to ensure that all of our needed services are covered for the 2024-2025 school year. Mt. Diablo Unified School District Human Resources, Student Services and Special Education continues to recruit and hire district employees.

Recommendation: Move to approve the amendment of \$96,000 to bring contract total to \$120,000 between Mt. Diablo Unified School District and Aya Healthcare

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the amendment of \$96,000 to bring contract total to \$120,000 between Mt. Diablo Unified School District and Aya Healthcare'. 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

15.31 Review and Potential Approval of Amendment to Increase Independent Service Contract with Augmentative Communication Solutions for the 2024/25 School Year

Augmentative Communication Solutions is a local provider of school-based assistive technology/augmentative alternative communication assessments and services to be

completed at the district's request. Requested funds are to cover anticipated costs for the remainder of the 2024/25 school year.

Recommendation: Move to approve amendment to increase independent service contract with Augmentative Communication Solutions for the 2024/25 school year as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve amendment to increase independent service contract with Augmentative Communication Solutions for the 2024/25 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

15.32 Review and Potential Approval of Master Contract with Benchmark School for the 2024/25 School Year

Benchmark School is a California certified residential non-public school located in Woods Cross, Utah. Requested funds are to cover anticipated student placements for the 2024/25 school year.

Recommendation: Move to approve master contract with Benchmark School for the 2024/25 school year as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve master contract with Benchmark School for the 2024/25 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

E) Technology

15.33 Review and Potential Approval of Six (6) Months of On-site Training Provided by a Promethean Education Consultant (EC).

In support of MDUSD's District-wide deployment of Promethean ActivPanels, six (6) additional months of training by a Promethean EC for all teachers and staff District-wide will promote a successful continued rollout of this modern audio-visual tool.

Recommendation: Move to approve six (6) months of on-site training provided by a Promethean Education Consultant (EC).

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve six (6) months of on-site training provided by a Promethean Education Consultant (EC)'. 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

15.34 Review and Potential Approval of Out of State Travel to ClassLink's Annual Conference (CLON) in Dallas, Texas For One (1) I.T. Department Staff Member. March 03 to March 06, 2025

<https://www.classlink.com/clon>

ClassLink is our primary Learning Management Platform. ClassLink enables simple access for students and teachers to multiple multiple applications and websites with single sign-on. Conference attendance will enhance MDUSD's ability to streamline and improve Classlink services.

Recommendation: Move to approve the conference cost, out-of-state travel expenses, and lodging to attend the ClassLink Annual Conference (CLON) in Dallas, Texas for I.T Department Data Integration Administrator.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the conference cost, out-of-state travel expenses, and lodging to attend the ClassLink Annual Conference (CLON) in Dallas, Texas for I.T Department Data Integration Administrator'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**.

0. The motion **Carried. 5 - 0**

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

F) Transportation

15.35 Review And Potential Approval of The Two Proposals From Faber Communications to Repair and Upgrade the School Bus Cameras, GPS System, and Annual GPS Subscription Service for MDUSD School Buses.

The Transportation Department is seeking approval for Faber Communications to repair and upgrade the existing school bus cameras and GPS systems. This proposal includes the purchase of an annual subscription for GPS services specifically for the MDUSD school bus fleet. These repairs are necessary to address aging equipment and ensure functionality and optimal performance. The upgrade will improve safety, monitoring, and operational efficiency for the school bus fleet.

Recommendation: Move to approve the two proposals from Faber Communications for the repair and upgrade of the school bus cameras and GPS components, as well as the annual subscription service for the Mt. Diablo Unified School District school bus fleet.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the two proposals from Faber Communications for the repair and upgrade of the school bus cameras and GPS components, as well as the annual subscription service for the Mt. Diablo Unified School District school bus fleet'. 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 Item Pulled for Discussion

17.0 Consent Item Pulled by Staff

18.0 Business/Action Items

18.1 Review and Potential Approval of Changes to Administrative Regulations pursuant to Title IX of the Education Amendments Act of 1974 (California School Board Association (CSBA) Recommendations - July 2024 Special Update)

BP 0410 Non Discrimination in District Programs and Activities - Approved 10/16/2024 BP 1312.3 Uniform Complaint Procedures - Approved 10/16/2024 AR 1312.3 Uniform Complaint Procedures - Info/Action 11/13/2024 BP 4030 Non Discrimination in Employment - Approved 10/16/2024 AR 4030 Non Discrimination in Employment - Info/Action 11/13/2024 BP 4033 Lactations Accommodation - Approved 10/16/2024 BP 4119.11 Sex Discrimination and Sex Based Harassment - Approved 10/16/2024 AR 4119.11 Sex Discrimination and Sex Based Harassment - Info/Action 11/13/2024 BP 4219.11 Sex Discrimination and Sex Based Harassment - Approved 10/16/2024 AR 4219.11 Sex Discrimination and Sex Based Harassment - Info/Action 11/13/2024 BP 4319.11 Sex Discrimination and Sex Based Harassment - Approved 10/16/2024 AR 4319.11 Sex Discrimination and Sex Based Harassment - Info/Action 11/13/2024 AR 4119.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure - Info/Action 11/13/2024 E(1)4119.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure AR 4219.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure - Info/Action 11/13/2024 E(1)4219.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure AR 4319.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure - Info/Action 11/13/2024 E(1)4319.12 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure BP 5145.3 Non Discrimination/Harassment - Approved 10/16/2024 AR 5145.3 Non Discrimination/Harassment - Info/Action 11/13/2024 BP 5145.7 Sex Discrimination and Sex Based Harassment - Approved 10/16/2024 AR 5145.7 Sex Discrimination and Sex Based Harassment - Info/Action 11/13/2024 AR 5145.71 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure - Info/Action 11/13/2024 E(1) 5145.71 Title IX Sex Discrimination and Sex Based Harassment Complaint Procedure BP 5146 Married/Pregnant/Parenting Students - Approved 10/16/2024

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. On April 19, 2024, the Department of Education released revised federal regulations implementing Title IX of the Education Amendments Act of 1974 (20 U.S.C. §§ 1681 et seq.). On October 16, 2024, the Board of Education adopted Board Policies 0410 (Nondiscrimination in Programs and Activities), 1312.3 (Uniform Complaint Procedures), 4030 (Nondiscrimination in Employment), 4033 (Lactations Accommodation), 4119.11/4219.11/4319.11 (Sex Discrimination and Sex Based Harassment), 5145.3 (Nondiscrimination/Harassment), 5145.7 (Sex Discrimination and Sex Based Harassment); and 5146 Married/Pregnant/Parenting Students, in order to comply with the revised Title IX regulations. The attached corresponding ARs have been revised in accordance with the new Title IX regulations and the new Board Policies. The revisions are based upon the CSBA's model regulations with amendments based upon CSBA's recommendation to consult with legal counsel in determining procedures.

Recommendation: That the Board move to approve as presented.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'That the Board move to approve 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

18.2 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 - Review 11/13/2024 AR 1114 District-Sponsored Social Media - Review 11/13/2024 AR 1312.4 William's Uniform Complaint Procedures E(1) 1312.4 William's Uniform Complaint Procedures E(2) 1312.4 William's Uniform Complaint Procedures 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 AR 5144.1 Suspension and Expulsion/Due Process AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities) BP 5147 Dropout Prevention BP 6112 School Day - Review 11/13/2024 AR 6112 School Day - Review 11/13/2024 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 - Review 11/13/2024 BB 9012 Board Member Electronic Communications - Review 11/13/2024

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 BP 1114, BP 6112, AR 1114, AR 6112, BB 9010 and BB 9012 been made and are being brought forward for review. These will be brought back for approval at a later meeting. Work continues on the remaining policies

Recommendation: Informational review.

18.3 Update to the Course of Study for the Academic Success Course

Staff from the special education department met with site and district representatives to engage in professional development and to revise the course of study. This course of study is being revised to align to the requirements in the Individuals with Disabilities Education Act (IDEA) which defines transition as a coordinated set of activities that includes evaluating needs, strengths, and skills required for a student to move from high school to postsecondary life across employment, education and independent living areas of need.

Recommendation: Receive information on the proposed updates to the course of study as presented.

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 Requests May Be Presented for Consideration at a Future Board Meeting

Recommendation: Information

23.0 Adjournment

23.1 Adjourn Meeting

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

Recommendation: Adjourn the meeting.

President McFerrin adjourned the meeting at 9:49pm