

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
MT. DIABLO UNIFIED SCHOOL DISTRICT
Monday, June 22, 2015 (6:00 p.m./7:00 p.m.)

Board Members: President Cheryl Hansen, Vice President Debra Mason, Brian Lawrence, Linda Mayo, and Barbara Oaks

Administrative Staff: Superintendent Nellie Meyer, Associate General Counsel Deborah Cooksey

CALL TO ORDER

President Hansen called the meeting to order at 6:00 p.m., and conducted Roll Call with all Board members present except Mr. Lawrence.

PUBLIC COMMENT

There was no Public Comment.

CLOSED SESSION AGENDA

4.1 Readmission of Student #B-15 into the Mt. Diablo Unified School District

Readmission of Student #B-15 into the Mt. Diablo Unified School District. School placement to be determined by Student Services.

4.2 Anticipated Litigation - Conference with Legal Counsel Pursuant to Gov't. Code Sec. 54956.9(b),

Significant Exposure to Litigation: John Doe v. MDUSD, USDC Case No. 3:14 CV 2167

Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b),
Significant Exposure to Litigation: John Doe v. MDUSD, USDC Case No. 3:14 CV 2167.

4.3 Anticipated Litigation - Conference with Legal Counsel Pursuant to Gov't. Code Sec. 54956.9(b),

Significant Exposure to Litigation: Five cases

Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b),
Significant Exposure to Litigation: Five cases.

4.4 PULLED BY STAFF: Conference with Real Property Negotiators (Gov. Code Sec. 54956.8) Property: District Negotiator: Nellie Meyer Negotiating Parties: City of Pleasant Hill

4.5 Discipline, Dismissal or Release of Public Employee

4.6 Discipline, Dismissal or Release of Public Employee

4.7 Discipline, Dismissal, Release or Reassignment of Public Employee - 14 cases

Discipline, Dismissal, Release or Reassignment of Public Employee - 14 cases.

4.8 Negotiations - The Board may Discuss Negotiations or Provide Direction to its Representatives Regarding Represented Employees, Pursuant to EERA (Govt. Code Section 3549.1) Agency negotiators: Lawrence Shoenke and Deborah Cooksey, Agencies: MDEA, DMA, MDSPA, CST Local 1 and Teamsters Local 856

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 6:01 p.m. Mr. Lawrence arrived as Closed Session began.

RECONVENE OPEN SESSION

The Board reconvened Open Session at 7:03 p.m.

PRELIMINARY BUSINESS

President Hansen led the Pledge of Allegiance and conducted Roll Call with all Board members present.

REPORT OUT ACTION TAKEN IN CLOSED SESSION

8.1 Readmission of Student # B-15 into the Mt. Diablo Unified School District

Readmission of Student #B-15 into the Mt. Diablo Unified School District. School placement to be determined by Student Services.

The Board voted 5-0-0 to readmit Student #B-15 into the Mt. Diablo Unified School District.

8.2 Anticipated Litigation - Conference with Legal Counsel Pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: John Doe v. MDUSD, USDC Case No. 3:14 CV 2167

Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: John Doe v. MDUSD, USDC Case No. 3:14 CV 2167.

The Board gave direction to legal counsel.

8.3 Anticipated Litigation - Conference with Legal Counsel Pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: Five Cases

Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: Five Cases.

The Board received information from legal counsel on one case of anticipated litigation.

8.4 PULLED BY STAFF: Conference with Real Property Negotiators (Gov. Code Sec. 54956.8) Property: District Negotiator: Nellie Meyer Negotiating Parties: City of Pleasant Hill

8.5 Discipline, Dismissal or Release of Public Employee

The Board voted 5-0-0 to support dismissal action.

8.6 Discipline, Dismissal or Release of Public Employee

The Board voted 5-0-0 to support dismissal action.

8.7 Discipline, Dismissal, Release or Reassignment of Public Employee - 14 cases

Discipline, Dismissal, Release or Reassignment of Public Employee - 14 cases.

The Board received information on personnel matters, no reportable action was taken.

8.8 Negotiations - The Board may Discuss Negotiations or Provide Direction to its Representatives Regarding Represented Employees, Pursuant to EERA (Govt. Code Section 3549.1) Agency negotiators: Lawrence Shoenke and Deborah Cooksey, Agencies: MDEA, DMA, MDSPA, CST Local 1 and Teamsters Local 856

The Board received information on negotiations from agency negotiator, Deborah Cooksey. No reportable action was taken.

PUBLIC EMPLOYEE APPOINTMENT

9.1 Appointment of Director, English Language Services

Interviews have been conducted, and a candidate has been selected to fill the position of Director, English Language Services.

Dr. Meyer recommended Jose Espinoza for the position.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Jose Espinoza to the position of Director, English Learner Services.

9.2 Appointment of School Support Administrator

Interviews have been conducted, and a candidate has been selected to fill the position of School Support Administrator.

Dr. Meyer recommended Beverly Tom for the position.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve the appointment of Beverly Tom to the position of School Support Administrator.

9.3 PULLED BY STAFF: Appointment of School Support Administrator

Interviews have been conducted, and a candidate has been selected to fill the position of School Support Administrator.

9.4 Appointment of Administrator, Necessary Small High School - Crossroads

Interviews have been conducted, and a candidate has been selected to fill the position of Administrator, Necessary Small High School - Crossroads.

Dr. Meyer recommended Samantha Allen for the position.

Oaks moved, Mayo seconded, and the Board voted 5-0-0 to approve the appointment of Samantha Allen to the position of Administrator, Necessary Small High School - Crossroads.

9.5 Appointment of Principal, Continuation School - Olympic High School

Interviews have been conducted, and a candidate has been selected to fill the position of Principal, Continuation School - Olympic High School.

Dr. Meyer recommended Lysie Shatswell for the position.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Lysie Shatswell to the position of Principal, Continuation School - Olympic High School.

9.6 Appointment of Middle School Principal - Riverview Middle School

Interviews have been conducted, and a candidate has been selected to fill the position of Middle School Principal - Riverview Middle School.

Dr. Meyer recommended Eric Wood for the position.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve the appointment of Eric Wood to the position of Middle School Principal - Riverview Middle School.

9.7 Appointment of Elementary Principal - Ayers Elementary

Interviews have been conducted, and a candidate has been selected to fill the position of Elementary Principal - Ayers Elementary.

Dr. Meyer recommended Laura Casdia for the position.

Oaks moved, Mason seconded, and the Board voted 5-0-0 to approve the appointment of Laura Casdia to the position of Elementary Principal - Ayers Elementary.

9.8 PULLED BY STAFF: Appointment of Elementary Principal - Meadow Homes Elementary

Interviews have been conducted, and a candidate has been selected to fill the position of Elementary Principal - Meadow Homes Elementary

9.9 Appointment of Elementary Principal - Pleasant Hill Elementary

Interviews have been conducted, and a candidate has been selected to fill the position of Elementary Principal - Pleasant Hill Elementary.

Dr. Meyer recommended Ifeoma Obodozie for the position.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Ifeoma Obodozie to the position of Elementary Principal - Pleasant Hill Elementary.

9.10 PULLED BY STAFF: Appointment of High School Vice Principal - College Park High School

Interviews have been conducted, and a candidate has been selected to fill the position of High School Vice Principal - College Park High School.

9.11 PULLED BY STAFF: Appointment of High School Vice Principal - Concord High School (.60 FTE) and Middle School Vice Principal - Pleasant Hill Middle School (.40 FTE)

Interviews have been conducted, and a candidate has been selected to fill the .60 FTE position of High School Vice Principal at Concord High School, and the .40 FTE position of Middle School Vice Principal at Pleasant Hill Middle School. This position is split between the two school sites.

9.12 PULLED BY STAFF: Appointment of High School Vice Principal - Mt. Diablo High School

Interviews have been conducted, and a candidate has been selected to fill the position of High School Vice Principal - Mt. Diablo High School.

9.13 Appointment of High School Vice Principal - Northgate High School

Interviews have been conducted, and a candidate has been selected to fill the position of High School Vice Principal - Northgate High School.

Dr. Meyer recommended Kelly Eagan for the position.

Oaks moved, Mason seconded, and the Board voted 5-0-0 to approve the appointment of Kelly Eagan to the position of High School Vice Principal - Northgate High School.

***9.16 Appointment of Middle School Vice Principal - Diablo View Middle School**

*This item was moved up on the agenda.

Interviews have been conducted, and a candidate has been selected to fill the position of Middle School Vice Principal - Diablo View Middle School.

Dr. Meyer recommended Stephen Slater for the position.

Mason moved, Mayo seconded, and the Board voted 5-0-0 to approve the appointment of Stephen Slater to the position of Middle School Vice Principal - Diablo View Middle School.

9.14 Appointment of High School Vice Principal - Ygnacio Valley High School

Interviews have been conducted, and candidates have been selected to fill the position of High School Vice Principal - Ygnacio Valley High School.

Dr. Meyer recommended David Ramirez for the position.

Oaks moved, Mason seconded, and the Board voted 5-0-0 to approve the appointment of David Ramirez to the position of High School Vice Principal - Ygnacio Valley High School.

9.15 Appointment of High School Vice Principal - Ygnacio Valley High School

Interviews have been conducted and candidates have been selected to fill the position of High School Vice Principal - Ygnacio Valley High School.

Dr. Meyer recommended Jessica Brown for the position.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Jessica Brown to the position of High School Vice Principal - Ygnacio Valley High School.

9.17 Appointment of Middle School Vice Principal - Pine Hollow Middle School

Interviews have been conducted, and a candidate has been selected to fill the position of Middle School Vice Principal - Pine Hollow Middle School.

Dr. Meyer recommended Melissa Brennan for the position.

Oaks moved, Mayo seconded, and the Board voted 5-0-0 to approve the appointment of Melissa Brennan to the position of Middle School Vice Principal - Pine Hollow Middle School.

9.18 PULLED BY STAFF: Appointment of High School Vice Principal - Mt. Diablo High School

Interviews have been conducted, and a candidate has been selected to fill the position of High School Vice Principal - Mt. Diablo High School.

9.19 PULLED BY STAFF: Appointment of Middle School Vice Principal - Riverview Middle School

Interviews have been conducted, and a candidate has been selected to fill the position of Middle School Vice Principal - Riverview Middle School.

9.20 PULLED BY STAFF: Appointment of Middle School Vice Principal - Riverview Middle School

Interviews have been conducted, and a candidate has been selected to fill the position of Middle School Vice Principal - Riverview Middle School.

9.21 Appointment of Program Specialist, Career Pathways/Linked Learning

Interviews have been conducted, and a candidate has been selected to fill the position of Program Specialist, Career Pathways/Linked Learning.

Dr. Meyer recommended Heather Fontanilla for the position.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Heather Fontanilla to the position of Program Specialist, Career Pathways/Linked Learning.

9.22 Appointment of Summer School Administrators

Rochelle Hooks has been selected to fill the position of Summer School Vice Principal at Olympic High School. The prior candidate has resigned from the District.

Efa Huckaby has been selected to fill the position of Principal at Ygnacio Valley High School. The prior candidate has moved into a new position.

Dr. Meyer recommended Rochelle Hooks and Efa Huckaby for the positions.

Mayo moved, Oaks seconded, and the Board voted 5-0-0 to approve the appointment of Rochelle Hooks and Efa Huckaby to the position of Summer School Administrators.

SUPERINTENDENT'S REPORT

Dr. Meyer announced that summer school started today with 3,100 students enrolled. Dr. Meyer shared that there are 1,000 students enrolled in the high school summer school program, as well as an additional 800 students enrolled in the second half of the high school program. The entire high school summer program runs from June 22-July 31. The new Focus program for grades 1/5/8, the extended school year program for special needs students, and the Title 1 program each have 600 students enrolled. The elementary and middle school summer school programs run from June 22-July 20.

Dr. Meyer noted that there has been discussion of a grade replacement program for students who have received a D grade interested in re-taking courses in order to fulfill the university A-G requirement.

Dr. Meyer shared that there have been many wonderful retirement celebrations over the past few weeks, including a District-wide reception and several individual celebrations.

Dr. Meyer shared photographs from each of the high school graduation ceremonies and the Adult School graduation ceremony, pointing out that school staff work very hard to put on the graduation ceremonies, and that it is the best day of the year.

Dr. Meyer expressed thanks to all of the District schools, staff, and departments for a safe and smooth end to the school year.

Dr. Meyer thanked the Personnel staff and others who participated in the interviews and hiring process for the appointments on the agenda.

CONSENT AGENDA

Mayo moved, Oaks seconded, and the Board voted 5-0-0 to approve all Consent Agenda items with the exception of Item #8, thereby approving the following:

12.1 (Item #1) 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.

12.2 (Item #2) Mt. Diablo High School's Trip to Cherry Lake, Stanislaus National Forest, July 7 - 9, 2015

Mt. Diablo High School is seeking approval for an overnight trip to Cherry Lake in the Stanislaus National Forest. They will take eight students and two chaperones in the MDUSD JROTC van and camp at Cherry Lake. This trip is part of the International Hospitality & Tourism's Summer Program, and will focus on Outdoor Recreation and Eco-Tourism.

12.3 (Item #3) Independent Contract with Laurie Gultzan, MFT, to Provide Counseling Services to Students Attending Crossroads Necessary Small High School

Crossroads Necessary Small High School is seeking approval of their Independent Contract with Laurie Gultzan, which begins on July 1, 2015. She is a consultant that provides individual counseling, couples counseling, family sessions, and case management.

12.4 (Item #4) Independent Services Contract between Valley View Middle School, Mt. Diablo Unified School District and New Tech Network, LLC

The following services will be provided:

Membership in the New Tech Network

Attendance at New Tech Annual Conference for all participating staff

Attendance to all School Leadership Summits (Fall and Spring)

Ongoing professional development through Professional Learning@NTN (face-to-face, site institutes, and online virtual training)

New Tech Network Teacher/Coach certification

On-site Coaching Days - 6 for 2015-16

Remote Support Days - 14 for 2015-16

Access to Echo (Learning Management System) for project library, professional development, grade book, and learning tools for teachers and students

12.5 (Item #5) Amendment to the Contract between Exploring New Horizons and Ygnacio Valley Elementary School

Students from Ygnacio Valley Elementary School attended an Outdoor Education program May 11-15, 2015. The original contract was approved on January 26, 2015 for \$9,100, while actual costs were \$11,247.60 due to the attendance of additional students.

12.6 (Item #6) District Adoption of New Text for Government Course

A new textbook has been selected for the U.S. Government course by a District committee of teachers. The text was on display from June 2-16 at the Dent Center and Willow Creek Center for public review and comment.

12.7 (Item #7) District Adoption of New Textbook for World History Course

A new textbook has been selected for the World History course by a District committee of teachers. The text was on display from June 2-16 at the Dent Center and Willow Creek Center for public review and comment.

12.8 (Item #9) Interagency Agreement #74-371-6 between Mt. Diablo USD and Contra Costa County Mental Health Services Division for the 2014-15 School Year

Interagency Agreement #74-371-6 provides the following:

People admitted to the Contractor's program are clients of the County's Behavioral Health Services Division and other county-approved agencies. The contractor will provide mental health services, including wraparound, to children at County-designated schools within the Mt. Diablo. The contract will enable the County Mental Health Department and MDUSD to provide services to students in Sunrise and Alliance Programs and within the Wraparound Clinic by accessing federal and county Medi-Cal funds.

12.9 (Item #10) Interagency Agreement #29-513-17 Between Mt. Diablo Unified School District and Contra Costa County Mental Health Services Division for the 2014-15 School Year

The County will contract with Fred Finch Youth Center to provide school-wide Mental Health Services to Agency-designated students who attend Bel Air Elementary School, El Dorado Middle School, Mt. Diablo High School, Fair Oaks Elementary School, and their families. Contract funds will be used to expand services to youth who are not eligible for Medi-Cal benefits.

The County will contract with Seneca Family of Agencies to provide three special day classes (Riverview Middle School); three mental health enhanced classrooms (Pleasant Hill Middle School); and four mental health classrooms (Glenbrook Middle School).

The County will contract with Families First /EMQ to provide mental health services at Mt. Diablo High School.

The County will contract with Mt. Diablo Unified School District under Contract #74-371-6 to provide mental health services at Sunrise Elementary School, Olympic High School, and Fair Oaks Wrap Clinic.

The Agreement funds the following for the above programs:

One 1.0 FTE Program Supervisor

One 0.5 FTE Program Manager

The County will hire and supervise a Patient Accounts Specialist for students and their families of Mt. Diablo USD to assist eligible youth and their families in obtaining Medi-Cal benefits.

12.10 (Item #11) Non-Public School Adjustments

Non-Public School (NPS) contracts are reviewed and updated several times during the fiscal year. Changes to contracts are required due to changes in residency, students entering and leaving placements, increase/decrease in intensity of services, and corrective actions/settlement agreements to assure a free and appropriate public education. The details for these changes, as well as rationale for the changes, can be found in the attached documentation.

12.11 (Item #12) Contract Increase with Non-Public Agency My Therapy Company for District-Wide Occupational/Physical Therapy Services for the 2014-15 School Year

My Therapy Company is a certified non-public agency that provides District-wide Occupational Therapy services per the terms of the student's Individualized Educational Program. Services are performed under the terms of a master contract and individual service agreement. Additional funds in the amount of \$120,000 are required to cover a District vacancy and extended school year costs that were not factored into the original contract amount.

12.12 (Item #13) Contract Increase for District-Wide Physical Therapy Services with Kristen O'Brinsky, Registered Physical Therapist

Kristin O'Brinsky is an independent contractor that has served MDUSD as a Registered Physical Therapist for the previous four school years. Ms. O'Brinsky provides direct treatment, consultation, and evaluations to students according to their Individualized Education Programs (IEP). Additional funds of \$6,000 are requested for the remainder of the 2014-15 school year, as the District has been short-staffed in the area of Physical Therapy.

12.13 (Item #14) Contract Increase with Speech Pathology Group

Mt. Diablo Unified School District utilizes Independent Service Contractors to provide services established through the Individualized Education Plan (IEP) process. Speech Pathology Group (SPG) provides speech and language pathologists (SLP) for vacant SLP positions in the District, independent speech evaluations, and speech services to Non-Public Schools. An increase of \$300,000 is requested at this time, bringing the total contract amount from \$1,665,000 to \$1,965,000.

12.14 (Item #15) Increase to the Contract with Beyond the Words for District-wide Educational Interpreter Services in the 2014-15 School Year

Beyond the Words is an independent service contractor that provides District-wide Educational Interpreter services per the terms of the student's Individualized Education Plan (IEP). Services are performed under the terms of the independent service contract. Rationale for the adjustment is to continue to provide ongoing Educational Interpreter Services per student's IEP.

12.15 (Item #16) Execution of Non-Public School Master Contracts for the 2015-16 School Year

Mt. Diablo Unified School District's (MDUSD) Execution of Non-Public School Placements for the 2015-16 School Year. Request for funds includes basic education, related services, and room & board/mental health services for students in day treatment programs/residential placements.

12.16 (Item #17) Master Contract with Non-Public Agency Community Options for Families & Youth (COFY) for District-wide Mental Health Services for the 2015-16 School Year

Community Options for Families & Youth (COFY) is a certified Non-Public Agency that provides Mental Health related services for students of the Mt. Diablo Unified School District according to the terms of their Individualized Educational Program. Services include counseling, family therapy, and case management services for students placed in residential programs.

12.17 (Item #18) Contract between Mt. Diablo Unified School District (MDUSD) and Maxim Healthcare Services for the 2015-16 School Year

Maxim Healthcare Services provides specialized health care services to MDUSD students. Services include diabetic monitoring, catheterizations, and other medically prescribed procedures. This contract will cover services for Section 504 students. Healthcare contractors assist the District in assuring compliance with all applicable federal and state laws and regulations.

12.18 (Item #19) Contract with Speech Pathology Group to Provide Contracted Speech Therapists to the District for the 2015-16 School Year

Mt. Diablo Unified School District utilizes Independent Service Contractors to provide services established through the Individualized Education Plan (IEP) process. Speech Pathology Group (SPG) provides speech and language pathologists (SLP) for vacant SLP positions in the District, independent speech evaluations, and speech services to Non-Public Schools. SPG also provides complimentary professional development and continuing education units as a service to the District.

The Personnel Services Department and Special Education have worked diligently to find District staff to cover these positions. Together, they have presented at job fairs at colleges and professional organization conferences for speech pathologists. These efforts led to multiple applications, interviews and offers of employment with the District. The Special Education Department will work with Personnel Services to find ways to attract speech pathologists to MDUSD. The contract amount is not to exceed \$1,000,000.

12.19 (Item #20) Master Contract with Non-public Agency Ed Support Services for the 2015-16 School Year

Ed Support Services currently provides intensive behavioral services for the Mt. Diablo Unified School District, including 11 behavioral aides (6.5 hours/day) with clinical supervision and functional behavioral assessments upon District request. These are direct IEP-driven services that are provided according to the terms of a Master Contract and Individual Service Agreement. Services are agreed upon through a settlement agreement or approved by the District's Special Education Management Team to maintain a student in the least restrictive environment.

12.20 (Item #21) Master Contract with My Therapy Company for District-wide Occupational/Physical Therapy Services for the 2015-16 School Year

My Therapy Company is a certified non-public agency that provides District-wide Occupational and Physical Therapy services to Mt. Diablo Unified students. Services are provided according to the student's Individualized Educational Program and are documented through an Individual Service Agreement.

12.21 (Item #22) Contract with Resource Development and Associates (RDA)

Staff requests authorization to enter into a renewal contract with Resource Development Associates (RDA) for evaluation services for the fourteen Mt. Diablo CARES After School Programs. RDA has served as the program evaluator since 1999. Mt. Diablo CARES receives the California Department of Education's After School Education and Safety (ASES) grant which requires comprehensive annual evaluations to measure program implementation, effectiveness, and student growth. In addition, RDA provides evaluation services to measure the effectiveness of Mt. Diablo CARES Supplemental Education Services (SES) program which offers tutoring to eligible students at schools identified as program improvement in year two or more. Mt. Diablo CARES has been a State approved SES provider since 2003.

12.22 (Item #23) Increase to the Contract with Document Tracking Services

The original contract with Document Tracking Services (DTS, approved in August 2014, included translation of 15 Single Plans for Student Achievement. Each year, the California Department of Education provides updated information regarding which schools are required to provide documents translated in a language other than English. This is required of schools that have student enrollments representing 15% or more of a language other than English. This information was updated after the current contract with DTS was approved by the Mt. Diablo Unified School District Board. We now must provide translated documents for an additional 19 schools.

12.23 (Item #24) Increase to the Contract with California Translation International (CTI) for the 2014-15 School Year

A contract for translation service with California Translation International (CTI) was approved by the Board on September 10, 2014. It is necessary to increase this contract. The amount of \$89,750 has been exhausted. We are requesting an increase on \$10,000 to cover payment for services through June 30, 2015. The total contract with CTI will be \$99,750.

12.24 (Item #25) Food and Nutrition Services: Purchase Order with Gold Star Foods for the 2015-16 School Year

Food and Nutrition Services requests approval to issue an open Purchase Order to Gold Star Foods for the purchase of food, beverages, and supplies for meal programs in District schools during the 2015-16 school year. Purchase order not to exceed \$2,619,000. This agreement is renewing Piggy Back contract with Santa Clarita Valley School Food Service Agency proposal RFP# 13-14-01012014-1. Document attached.

12.25 (Item #26) Food and Nutrition Services Purchase Order with Foster Farms Dairy for the 2015-16 School Year

Purchase order for dairy products from Foster Farms Dairy for the meal programs in District schools during the 2015-16 school year. Purchase order not to exceed \$227,000.

12.26 (Item #27) Food and Nutrition Service Purchase Order with Hayes Distribution for the 2015-16 School Year

Food and Nutrition Services request approval to issue an open purchase order to Hayes Distribution for the purchase of food and beverages for meal programs in District schools during the 2015-16 school year. Purchase order not to exceed \$550,000.

12.27 (Item #28) Food and Nutrition Services Purchase Orders for Davi Produce and Rubino Produce

Purchase orders for fresh perishable produce to the following vendors: Davi Produce: \$118,000, Rubino Produce: \$124,000. For meal programs in District schools during the 2015-16 school year.

12.28 (Item #29) Fiscal Transactions for the Month of May 2015

Payments have been made to meet the District's obligations to salaries, improvements, and other outgoing expenses

12.29 (Item #30) Budget Transfer and/or Budget Increases/Decreases for April 2015 - May 2015

Various Sources

Fund Net Changes to Fund Balance

General Fund 01: \$4,475,315.76

Eagle Peak Charter School Fund 09: (\$120)

Adult Education Fund 11: 0

Food Services Fund 13: 0

Deferred Maintenance Fund 14: (\$190,280.50)

Measure C Construction Fund 21: \$2,048,190

Developer Fee Fund 25: 0

State School Facility Fund 35: 0

Measure A Fund 49: 0

Measure C Debt Service Fund 51: 0
Measure A Debt Service Fund 52: 0
Tosco Environmental Scholarship Fund 73: 0

12.30 (Item #31) Recommended Action for Certificated Personnel

Changes in status of the attached certificated employees.

12.31 (Item #32) Request to Increase and Decrease Full Time Equivalent (FTE) for the 2015-16 School Year

The attached positions are requested to be increased and decreased as described.

12.32 (Item #33) Recommended Action for Classified Personnel

Changes in status for the following classified employees.

12.33 (Item #34) Classified Personnel: Request to Increase/Decrease Full Time Equivalent (FTE) for the 2015-16 School Year

The attached positions are requested to be increased/decreased as described.

12.34 PULLED BY STAFF (Item #35) Reclassification of Classified Positions for Public Employees Union, Local One, Clerical, Secretarial and Technical Unit

Pursuant to Article 37 of the Contractual Agreement between Mt. Diablo Unified School District and Public Employees Union, Local One, Clerical, Secretarial and Technical Unit, a reclassification review has been completed for classifications submitted by the Reclassification Committee to the Director of Personnel Services requesting the following approvals:

Instructional Media Assistant I (IMA I). Increase range from 400 to 424. No change in calendar work year.

These reclassification requests will be effective July 1, 2015.

12.35 (Item #36) Updated CSEA Job Descriptions

California School Employees Association (CSEA), Mt. Diablo Chapter 43 and Mt. Diablo Unified School District, including district and site administrators, CSEA bargaining unit leaders and employees, have worked collaboratively and collectively to provide input and recommendations to review all bargaining unit job descriptions.

Thirty-one (31) CSEA job descriptions have been updated/revised combined with four (4) newly written job descriptions to support clearer communications of job responsibilities and requirements; consistency in language for both grammar and content; clarifying duties that require No Child Left Behind and Mandated Reporting requirements, certification in First Aid and CPR; and adding work environment and physical abilities to meet job duties and assignments. The CSEA job descriptions are being brought forward to take effect July 1, 2015.

12.36 (Item #37) Audit Report for the 2010 Measure C Bond Program: Fiscal Year 2014

The California Constitution requires that the District conduct an annual performance audit and an annual financial audit of the 2010 Measure C Bond program. The Audit Report for the fiscal year ending June 30, 2014 was conducted by Nigro & Nigro. The Audit Report is submitted to the Board for acceptance.

12.37 (Item #38) Purchase Order for Robertson Recreational Surfaces for Bancroft Elementary and El Monte Elementary

Proposals were received to repair and resurface the existing playground for Bancroft Elementary and El Monte Elementary. Robertson Recreational Surfaces performed the original install and in order to maintain the rubberized system compatible with the rubber base the repairs must be performed by the same manufacturer. The proposals for El Monte Elementary and Bancroft Elementary are for a total amount of \$95,998.24.

12.38 (Item #39) Award of Bid #1712: Painting at Concord High School

Bid No. 1712 was called to provide Painting at Concord High School. The lowest, responsive bidder is Seven Island Painting, Inc., for the base bid amount of \$129,000.

The scope of work includes, but is not limited to: surface preparation and painting of the exterior of all buildings and the interior of the Multiuse Room, with the exception of the following areas: all brick areas, the “Concord High” mural on the big gym, all roofs, all gutter trim on the 900 wing and the new mini gym.

12.39 (Item #40) Award of RFQ #1714: Asbestos Abatement Services

RFQ #1714 was called to provide Asbestos Abatement Services at Mt. Diablo High School, Sequoia Elementary, Valhalla Elementary, Ygnacio Valley Elementary, Dent Center, and Bancroft Elementary. The lowest responsible, responsive bidder is Central Valley Environmental for the total amount of \$49,408.

The scope of work includes, but is not limited to: Furnish all labor, materials, facilities, equipment, services, employee training and testing, and permits necessary to remove and dispose of ACM on an as-needed basis for a period of one (1) year.

12.40 (Item #41) Award of Bid No. 1718: Concrete Repair at Hidden Valley Elementary School

Bid No. 1718 was called to provide concrete repair at Hidden Valley Elementary School. The lowest responsible, responsive bid is R & S Construction Management, Inc. for the total amount of \$93,422.

The scope of work includes but is not limited to: furnish all necessary labor, materials and equipment to remove and replace damaged concrete at Hidden Valley Elementary.

Budget for this project is \$100,000.

12.41 (Item #42) Increase to the Open Purchase Order for Emergency Pool Repairs

East Bay Pool Services has a current contract with MDUSD for regular weekly maintenance for pools located at College Park High School and Mt. Diablo High School.

On 10/29/14 the Board of Education approved an open order in the amount of \$18,000, to East Bay Pool Service for emergency pool repairs at College Park High School and Mt. Diablo High School as needed.

With additional repairs including, but not limited to: College Park High School required emergency repairs consisting of installing CO2 system for the main pool. Clean and refurbish heat exchange from heater #2, replace heat exchanger with new and delivery and set up in pump room, in the amount of \$18,069, additionally the copper heater header piping was replaced at MDHS and the backwash booster pump at CPHS was replaced, we are requesting an increase to the open order to cover expenses in the amount of \$22,000.

12.42 (Item #43) Final Change Order 1631-001 (DEDUCTIVE) to Meehleis Modular Buildings Inc. for Lease/Leaseback of Project # 1631 Modular Gymnasium Building Project at Concord High School

On October 29, 2014, the Board of Education awarded Lease/Leaseback Agreement #1631 to Meehleis Modular Buildings, Inc. for construction of the Modular Gymnasium Building Project at Concord High School for a guaranteed maximum cost of \$3,698,805 for provision of all tools, materials, labor and equipment necessary to complete construction of a Modular Gymnasium Building at Concord High School

As a result of unused contract contingency, a single, final deductive change order in the amount of <\$30,627.05> is necessary. This single, final change order will result in a final revised contract value of \$3,668,177.95 and represents a decrease of 0.83% to original contract value.

12.43 (Item #44) Notice of Completion for LLB 1631 New Modular Auxiliary Gymnasium at Concord High School

Lease/Leaseback #1631 was called to construct a Modular Gymnasium Building at Concord High School. The L/LB agreement was issued to Meehleis Modular Building, Inc., for a Guaranteed Maximum Cost of \$3,698,805. The scope of work included, but was not limited to, providing all tools, materials, labor and equipment necessary to complete construction of a Modular Gymnasium Building at Concord High School including but not limited to: site preparation, selective demolition, site work, utility work, flat work, building construction, bleacher construction, interior amenities and other items as necessary to deliver a complete project as it relates to the drawings and specifications.

There was a change order on this project in the amount of (credit \$30,627.05). Work and services for this project have been satisfactorily completed for a total expenditure of \$3,668,177.95.

12.44 (Item #45) Resolution #14/15-62: Authorization to Award Summer Contracts - Operations Department

Pursuant to Section 17604 of the California Education Code, the Board of Education may delegate its authority to the Superintendent and/or her designee to allow for the timely award of various summer bid contracts, which will be returned for ratification at the Board of Education meeting on August 10, 2015. Approval of this Resolution is necessary in order to proceed with contract work during the Board's summer recess. Attached is a list of the known projects that may be awarded during the Board of Education's summer recess.

12.45 (Item #46) Resolution No. 14/15-55: Authorization to Award Summer Contracts - Measure C

Pursuant to Section 17604 of the California Education Code, the Board of Education may delegate its authority to the Superintendent and/or her designee to allow for the timely award of various summer bid contracts, which will be returned for ratification at the Board of Education meeting on August 10, 2014. Approval of this Resolution is necessary in order to proceed with contract work during the Board's summer recess. Attached is a list of the known projects that may be awarded during the Board of Education's summer recess.

12.46 (Item #47) Real Property Lease Agreement Renewals for the Contra Costa County Office of Education Programs at Woodside Elementary and Ygnacio Valley High School

The District entered into Real Property Lease Agreements with the Contra Costa County Office of Education at Woodside Elementary and Ygnacio Valley High School to provide classroom space for the County to provide Special Education Programs.

The agreements are up for renewal and will be for a period of one (1) year with automatic renewals each year for five (5) additional years, unless terminated by either party, 90 days prior to renewal.

12.47 (Item #48) Minutes for the Regular Board Meeting held on May 18, 2015

Minutes for the Board of Education Meeting held on May 18, 2015, are being brought forward for approval.

12.48 (Item #50) Minutes for the Board of Education Meeting held on June 1, 2015

Minutes for the Board of Education Meeting held on June 1, 2015, are being brought forward for approval.

CONSENT ITEMS PULLED FOR DISCUSSION

13.1 (Item #8) Contract with Workforce Development Board of Contra Costa County

Staff requests authorization to enter into a contract with the Workforce Development Board of Contra Costa County for Youth Service to WIA qualified youth and Adult Education services at America's Job Center in Contra Costa County with related Memorandums Of Understanding with Pittsburg, Liberty, and West Contra Costa Adult Education in the amount of \$384,000.

Mt. Diablo Unified School District's (MDUSD) Youth Employment Services (YES) is a program that began during the 2014-15 school year as a result of being awarded the Workforce Investment Act (WIA) grant. MDUSD will be entering into a second year of the grant in 2015-16 pending School Board approval. The MDUSD YES Program provides wrap-around services to WIA eligible in-school youth ages 16-21 that include; academic support, counseling and case management, enrichment and leadership opportunities, and training, mentorship and employment that leads to high school graduation and links to an array of postsecondary options to prepare youth for college and/or career. In addition, The Workforce Development Board of Contra Costa County has presented Mt. Diablo Unified School District with a contract to cover the costs to continue to provide assessments and test proctoring for job seekers at three America's Job Centers in Contra Costa County, skills training for referred WIA clients, and training on assessments for other agency staff. As the lead agency for the purpose of this work, Mt. Diablo Adult Education will in turn enter into Memorandums of Understanding with Pittsburg, Liberty and West Contra Costa Adult Education to provide services in their respective communities. This is a continuation of work of the past several years. A letter of intent to contract with MDUSD and MOUs are attached.

Dr. Meyer presented highlights from a staff report detailing the results and successes of this program during its first year in the District.

Mason moved, Mayo seconded, and the Board voted 5-0-0 to approve Mt. Diablo Unified School District entering into contract for services with the Workforce Development Board of Contra Costa County and Memorandums of Understanding with Pittsburg Adult Education, Liberty Adult Education and West Contra Costa Adult Education.

DISTRICT ORGANIZATIONS

Carmen Terrones, Clerical, Secretarial, and Technical (CST) Bargaining Unit, shared her concerns about safety issues for CST members in light of a recent event at a school site.

Guy Moore, Mt. Diablo Education Association (MDEA), shared that he and Dan Reynolds, with the support of Dr. Meyer, successfully lobbied in Sacramento for a line item to be added to the Local Control Funding Formula budget to be spread across the state. Mount Diablo Unified School District's share of that money is \$1,999,950. Mr. Moore presented President Hansen with a check for \$50 in order to make the amount an even \$2 million.

PUBLIC COMMENT

Kent Caldwell recognized the achievements of the College Park High School baseball team and the Northgate High School swim team. Mr. Caldwell asked the Board to celebrate the success of these teams, and stated that he is encouraged by the Board's restoration of funding to athletic programs. Dr. Meyer shared that both teams will be recognized at a future Board meeting.

George Fulmore recognized the success of the English Learner's Program. Mr. Fulmore shared his concern over the lack of recognition of the Latino community in high school graduation ceremonies.

Sherry Whitmarsh responded to Mr. Fulmore's concerns. Ms. Whitmarsh invited the Board members to attend the first annual Walnut Creek Soccer Club Challenge at Northgate High School. Ms. Whitmarsh questioned whether the new sound system would be installed at Ygnacio Valley High School in time for football season, and expressed concern over teachers working 120% time.

Lisa Ackerman expressed her concerns about Common Core Standards and provided a handout to the Board.

Lia Bush expressed her concerns about Common Core Math Standards.

Willie Mims congratulated all of the appointees, and expressed his concerns over the diversity of District staff. Mr. Mims inquired about the hiring process, and reminded the Board to keep sight of the target populations for the \$2 million dollars in concentration grant funds. Dr. Meyer noted that she responded to Mr. Mims' email regarding candidates for employment.

Christina Gutierrez spoke in support of the Rocketship Education Charter Petition.

BUSINESS/ACTION ITEMS

16.1 Public Hearing for the Proposed 2015-16 Mt. Diablo Unified School District Local Control

Accountability Plan (LCAP)

All California school districts are required to develop a Local Control Accountability Plan (LCAP). This plan identifies district strategies to support learning and is organized from the Eight State Priorities clustered into three categories.

As required by Education Codes 42103, 42127, and 52062, the governing board of Mt. Diablo Unified School District will hold a Public Hearing to solicit public comment on the 2015-16 Local Control and Accountability Plan prior to final adoption.

The Local Control and Accountability Plan (LCAP) is available to the public for review and comment May 27 – June 1, 2015. Copies will be available for review during the hours of 8:00 a.m. – 4:00 p.m. at the District Office, 1936 Carlotta Drive. Additionally, the plan can be found on the MDUSD website at www.mdusd.org in the LCAP link under the Parents and Community Tab.

Mt. Diablo Unified School District's LCAP focuses on the areas identified through our stakeholder engagement process and district planning efforts. Our LCAP Goals and Identified Needs, grounded in research-based programs and practices, are aligned with our District Strategic Plan. These goals address student achievement, college and career readiness, state standards alignment, interventions for under-served students, enrichment opportunities, family and community engagement, and how a responsive system supports schools and students through operations and infrastructure.

The public is encouraged to provide feedback via LCAP@mdusd.org or by sending written comments to the attention of Superintendent Meyer.

Dr. Meyer gave opening remarks, emphasizing that the development of the LCAP was a very positive process which involved strong community input and focused on the three primary goals of professional learning, college and career readiness, and family and community engagement.

President Hansen opened the Public Hearing at 8:19 p.m.

Dr. Meyer announced that the correct dates when the LCAP will be available for the public to review and comment are June 22 – June 25.

Public Comment:

Willie Mims noted that supplemental funding is not supposed to support salaries, and questioned the amount of funding allocated to parent and community engagement.

President Hansen closed the Public Hearing at 8:23 p.m.

16.2 Public Hearing of Proposed Budget 2015-16

The 2015-16 Proposed Budget includes earlier actions taken by the Board of Education for 2015-16; the Governor's May Revise; and costs associated with moving from one year to the next, such as moving employees' salaries through the salary schedule and changes in the employee benefit rate, current information the District has with implementing the Local Control Funding formula (LCFF) and changes in the employee benefit rates. The Cost-of-Living Adjustment (COLA) is 1.02%.

President Hansen opened the Public Hearing at 8:23 p.m.

Public Comment:

Willie Mims noted that supplemental funds are not identified in the proposed budget.

Nance Juner gave an overview of the proposed budget, and Dr. Meyer provided additional information.

Public Comment:

Willie Mims shared that the state may be allocating additional funding to schools, and questioned the amount in the District's reserve cap.

President Hansen closed the Public Hearing at 8:31 p.m.

16.3 Public Hearing for New Requirement Senate Bill 858, Chapter 32/2014

Senate Bill (SB)858 (Chapter 32/2014) requires that, starting with the 2015-16 adopted budgets, school districts hold a public hearing to provide information on the amount in the unrestricted General Fund reserve that is above the minimum requirement. Our District's minimum requirement is 2% of the total unrestricted General Fund expenditures and other financing uses.

The District is committed to maintain a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unpredictable expenditures and to maintain a high bond rating. The statement for assigned and unassigned ending fund balances above the state required minimum level is attached.

President Hansen opened the Public Hearing at 8:32 p.m.

Public Comment:

Willie Mims questioned the expected reserve amount.

Nance Juner gave a presentation.

President Hansen closed the Public Hearing at 8:36 p.m.

***16.7 2015-16 Single Plans for Student Achievement (SPSA)**

*This item was moved up on the agenda.

The Single Plan for Student Achievement (SPSA) identifies and addresses the instructional needs of students and specifies how categorical funds provided through the Consolidated Application (Con App) will be used to accomplish the goals outlined in the plan. EC Section 64001 specifies schools and districts receiving state and federal or other applicable funding through the District's Con App process prepare a SPSA for any recipient school. Additionally, Mt. Diablo USD made a local decision for sites to include their allocated Local Control Funding Formula (LCFF) Targeted Supplemental and, optionally, their allocated LCFF Base funds in their SPSA's.

State guidelines require that the SPSA must:

- Identify site-specific achievement goals based on a variety of student performance data.
- Describe specific instructional strategies to accelerate student learning.
- Describe the ways in which student progress will be monitored on a regular basis.
- Identify interventions for students not achieving.
- Determine the necessary professional development for staff.
- Delineate strategies for parent communication and engagement.
- Reflect estimated costs and funding sources.
- Involve consultation with other site advisory groups.

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. Ongoing consultation with site advisory groups about student performance data, student needs, identified goals, appropriate interventions/preventions, and associated budgets is an integral part of the development and monitoring of the SPSA. These regulations also require submission to and approval of each site's SPSA by the Governing Board of the Local Education Agency. (Ed Code 64001).

This year, Mt. Diablo schools used an updated template, aligned with the revised Local Control Accountability Plan (LCAP) to create their SPSA's. This alignment supports the required alignment between the two plans. The MDUSD SPSA template includes components that meet the ten federally required components for our Title I schools with school-wide programs.

Public Comment:

Willie Mims questioned who is responsible for ensuring that SPSAs reflect the issues that need to be addressed at that site.

Oaks moved, Lawrence seconded, and the Board voted 5-0-0 to approve the 2015-16 MDUSD Single Plans for Student Achievement.

***16.11 Presentation of Proposed Text for High School U.S. History Course**

*This item was moved up on the agenda.

A District committee of teachers have made a recommendation for a new text for high school U.S. History. The text will be on display from June 23 to June 30 at the Dent Center and Willow Creek for public review and comment.

Chris Holleran gave a presentation and responded to Board member questions.

Public Comment:

Willie Mims expressed his concerns about the period of time covered by this textbook.

This item was for information only.

***16.15 Nomination of New and Renewed Members to the Budget Advisory Committee (BAC) for the 2015-16 School Year**

*This item was moved up on the agenda.

Approve nomination of Raymond Triana, representative for Linda Mayo; Vicki Zumwalt, representative for Debra Mason; Sara Cabezas, representative for MDSPA; Jane Kwiatkowski, representative for CST; Juan Escobar, representative for Teamsters Local 856. Approve renewal for members whose term expires 6/30/15. Renewed representatives are John Parker for Measure C, Carmen Garces for DELAC, and John Ferrante for Measure A.

Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve the nominations of new and renewed Budget Advisory Committee members for the 2015-16 school year.

John Parker suggested that the Board nominate Mr. Langley to the Committee.

***16.23 Reopening of Glenbrook Middle School and Holbrook Elementary School**

*This item was moved up on the agenda.

This item is to allow Board discussion on the feasibility of reopening Glenbrook Middle School and Holbrook Elementary School.

President Hansen gave opening remarks in support of this item.

Public Comment:

Berta Shatswell and Jeanette Green spoke in support of reopening Glenbrook Middle School and Holbrook Elementary School.

The Board members shared their perspectives and interest in exploring this item further. Dr. Meyer appreciated the Board's interest, and will take this item back to staff and return with more information.

This item was for information only.

16.4 Resolution 14/15-53 Education Protection Account (EPA)

The passage of Proposition 30 created the Education Protection Account. The Act requires the Board declare by resolution its intended use of the funds.

Ms. Mayo noted that these funds require a special audit. Nance Juner responded to Board member concerns.

Oaks moved, Lawrence seconded, and the Board voted 5-0-0 to approve Resolution 14/15-53 Education Protection Account and EPA Spending Plan Letter June 2015.

16.5 Submission of the 2015-16 Consolidated Application for Funding

Each year, the District submits the Consolidated Application for funding Categorical Aid Programs. The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California.

Annually, in June, each local educational agency (LEA) submits the spring application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

The winter release of the application is submitted in January of each year, and contains the district entitlements for each funded program. Out of each state and federal program entitlement, districts allocate funds for indirect costs of administration, for programs operated by the district office, and for programs operated at schools. This application for funding consists of the district's assurance that all programs of the application are implemented according to state and federal mandates.

Programs included on the application for Mt. Diablo Unified School District are: Title I, Part A; Title II, Part A (Teacher Quality); and Title III Part A LEP.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve the submission of the 2015-16 Consolidated Application for Funding.

16.6 Annual Report of the 2010 Measure C Citizens Bond Oversight Committee

Education Code Section 15280(b) requires that the 2010 Citizens Bond Oversight Committee must at least annually provide a report of its activities. A report on committee activities for the 2013-14 fiscal year will be presented.

Gareth Ashley, Chair of the 2010 Citizens Bond Oversight Committee, gave a presentation.

This item was for information only.

16.8 PULLED BY STAFF: Middle College Program at Diablo Valley College

Review MOU for proposed Middle College program at Diablo Valley College. The program is tentatively scheduled to enroll 30 students in the spring 2016 semester.

16.9 PULLED BY STAFF: District Technology Plan

The Technology Advisory Committee has created and vetted the District Technology Plan.

16.10 Meeting Extension

Adjournment time will be no later than 10:30 p.m. for all regular and special meetings unless extended to a specific time as determined by a majority of the Board.

A meeting extension was not required.

16.12 Sports Medicine II Course of Study

Sports Medicine II has completed a two-year pilot process at Mt. Diablo and Northgate High Schools, and staff is requesting approval as a new course of study for Mt. Diablo Unified School District high school students. This Sports Medicine II course is designed to be the capstone course as part of a sports medicine pathway in a medical based academy. The focus of this course is to serve as an application based course that allows students to apply knowledge, theory, and skills learned in Sports Medicine I and Sports Medicine II through a variety of hands-on activities including a 150-hour on campus internship with the school's athletics teams. Students will continue to learn more advanced skills in sports medicine and athletic training that will continue to build skills that will be beneficial in future endeavors along any path in healthcare.

The Board members had a brief discussion.

This item was for information only.

16.13 Service Agreement with BrightBytes, Inc.

BrightBytes Inc. is a data warehouse and analytics dashboard for site and District administrators that provides data on all students with early warning indicators of areas of concern such as behavior, academics, and attendance.

Staff conducted the RFQ process with three qualified quotes, and BrightBytes Inc. was the lowest responsible quote.

Dr. Meyer and Joe Estrada responded to Board member questions and provided additional information.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve Mt. Diablo Unified School District to enter into a service agreement with BrightBytes, Inc.

16.14 Department of Justice - Open Purchase Order

In order to efficiently process fingerprinting costs for all new employees and volunteers, the Personnel Services Department is requesting an Open Purchase Order in the amount of \$125,000 to facilitate payment of the billings from the Department of Justice for the 2015-16 school year.

All new employees reimburse the District for the cost of their fingerprinting through a payroll deduction. Effective with the 2009-10 school year, volunteers began paying for their own fingerprinting at the time of service.

This open purchase order is necessary in order to pay the invoice from the Department of Justice as it is received each month. The District is then reimbursed by the payroll deduction from the new employees and the direct payment from volunteers.

Dr. Meyer, Leyla Benson, and Nance Juner responded to Board member questions.

After a discussion, Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve an open purchase order in the amount of \$125,000 for the Department of Justice for the 2015-2016 school year.

16.16 Revise Job Description for Administrator, Student Services

The Administrator, Student Services position now requires expertise related to health care services, school nursing, and services for students with Section 504 plans at a level that was not previously needed. The position provides leadership for substance abuse and tobacco prevention programs. The need for leadership related to school safety, student attendance, and health care services at the site and district level has grown substantially over the past five years. This position prepares staff development activities related to Comprehensive School Safety Plans. In this capacity, the position engages community members, agencies, parents and students themselves to facilitate a shared vision for school safety. As the chairperson of the Student Attendance Review Board (SARB), this position now requires expertise with data, tracking, and student information systems (CalPads, Aeries, SEIS) to prepare statistical reports per mandated State requirements and alignment with LCAP goals.

Staff is requesting that this revised job description be brought forward for both information and action at this Board meeting.

Dr. Meyer gave opening remarks and detailed the responsibilities of this position.

Public Comment:

Willie Mims expressed his support for this position.

Dr. Meyer responded to Board member questions.

Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve the revised job description for Administrator, Student Services.

16.17 Revise Job Description for Administrator, Assessment, Research & Evaluation

The current job description for Administrator, Assessment, Research & Evaluation does not adequately reflect the responsibilities of the position. Staff is requesting the revision of the job description for Administrator, Assessment, Research & Evaluation to be changed to Director, Assessment, Research & Evaluation. The responsibilities in the new job description will accurately reflect the supervision of district-wide assessment, providing staff development, and a staff development delivery system.

We are requesting that this revision go for information and action at this Board meeting.

No job description was attached, so this item will be returned at the next Board meeting.

16.18 Request to Increase and/or Delete Full Time Equivalent (FTE)

The attached positions are requested to be created and/or deleted as described.

Per item 16.17, this item will be returned at the next Board meeting.

16.19 Resolution No. 14/15-54 in the Matter of Employment of Retired Classified Employee Lawrence M. Schoenke

Resolution No. 14/15-54 directs staff to re-employ Lawrence M. Schoenke as Interim General Counsel effective July 1, 2015 - June 30, 2016.

Mr. Lawrence voiced his appreciation for Mr. Schoenke.

Lawrence moved, Oaks seconded, and the Board voted 5-0-0 to approve Resolution No. 14/15-54 to re-employ Lawrence M. Schoenke as Interim General Counsel effective July 1, 2015 - June 30, 2016.

16.20 Post Retirement Contract for Adult Education Administrator

Mt. Diablo Adult Education requests approval of a Post Retirement Contract for services with Margaret Scott, retired Adult Education Vice Principal, for administrative support to Pleasant Hill based Adult Education programs and intermittent administrative coverage support for the Loma Vista Adult Center programs. The contract would be for a maximum of 783 hours, averaging 21.25 hours per week. Given budget reductions, Mt. Diablo Adult Education has not filled a vacant Vice Principal position and would utilize Ms. Scott's services at a greatly reduced number of hours and cost.

Mayo moved, Oaks seconded, and the Board voted 5-0-0 to approve Mt. Diablo Adult Education's Post Retirement Contract for Adult Education Administrative support specifically with Margaret Scott.

16.21 Authorize the Superintendent to Make Interim Appointments to Administrative Positions

Staff is requesting that the Superintendent have the authority during the month of July to enter into agreements and make appointments to vacant administrative positions. All positions being filled will follow the current protocol to fill these positions which includes vetting of applicants paperwork, interviews, reference checking, and background screening. Only positions that are currently authorized by the Board can be filled. Any appointment made will follow Board Policy 4351, and all candidates will be brought to the August 10, 2015, Board meeting to be introduced and ratified by the Board.

Mason moved, Lawrence seconded, and the Board voted 5-0-0 to approve to allow the Superintendent to enter into contracts for administrative positions prior to the August 10, 2015, Board meeting.

16.22 Resolution No. 14/15-57 of the Board of Education of the Mt. Diablo Unified School District Approving the Form of the Preliminary Official Statement Prepared in Connection with the Issuance of Mt. Diablo Unified School District (Contra Costa, County) General Obligation Bonds, 2010 Election, 2015 Series F

The Board of Education has already approved Resolution No. 14/15-45 authorizing the issuance of a series of general obligation bonds under the District's 2010 bond authorization in a maximum principal amount of \$38,500,000. In connection with the issuance of those bonds, the District will prepare a Preliminary Official Statement ("POS") and an Official Statement ("OS") which will be used by the District's underwriter to market and sell the bonds to investors. Resolution No. 14/15-57 approves the form of the POS and directs staff to finalize the POS into an OS.

Oaks moved, Mason seconded, and the Board voted 5-0-0 to approve to adopt Resolution No. 14/15-57: Preliminary Official Statement for Bond Issuance.

****BOARD MEMBER REPORTS**

**Board Reports were moved to the end of the agenda.

Ms. Oaks shared that she attended most of the District's graduation ceremonies.

Ms. Mayo requested that the meeting be adjourned in memory of Adria Chizmar, MDUSD employee for more than 20 years, and Larry Scott Todd, MDUSD Board member from 1983-1995.

Ms. Mason shared that she attended the graduation ceremonies at Concord High School, Olympic High School, and Adult Education, as well as the Diablo Manager's Association luncheon.

Mr. Lawrence shared his regrets that he could not attend any graduation ceremonies due to illness, and thanked Ms. Hansen and Ms. Oaks for attending in his place.

Ms. Hansen shared that she attended all of the District's graduation ceremonies, and she thanked Dr. Meyer and Mr. Holleran for being onstage at every ceremony. Ms. Hansen shared that she has been attending the committee meetings on health and nutrition hosted by teacher Cindy Gershen, and she reported that the committee is working with CCTV to televise a program on cooking, health, and sustainability. Ms. Hansen announced that on June 25 at 5:00 p.m. the Board will hold a special closed session to conduct the Superintendent's evaluation. Open session will begin at 7:00 p.m. The Board will hold a joint meeting with the City of Walnut Creek on June 29 at 6:30 p.m.

FUTURE AGENDA ITEMS

There were no Future Agenda Items.

CLOSED SESSION

The Board did not reconvene Closed Session.

ADJOURNMENT

The meeting was adjourned at 10:12 p.m., in memory of Adria Chizmar and Larry Scott Todd.

DRAFT

Respectfully submitted,

Nellie Meyer, Ed.D.
Superintendent