

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

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Mt. Diablo Unified School District  
Governing Board

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## Draft Board Meeting Minutes

### REGULAR MEETING OF THE BOARD OF EDUCATION MT. DIABLO UNIFIED SCHOOL DISTRICT Wednesday, February 21, 2024 (6:00 PM)

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#### 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 5:00pm

##### 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. These presentations are limited to three minutes each, or a total of thirty minutes for all speakers or the three minute limit may be shortened. Speakers are not allowed to yield their time.

**Recommendation:** Hear public comment(s).

#### 3.0 Closed Session Agenda

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

Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to Government Code Section 54957.6. Agency negotiators: Dr. Adam Clark, Dr. John Rubio, Dr. Wendi

Aghily, Jennifer Sachs, Kimberly Vaiana, Ryan Sheehy and legal counsel; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856

**Recommendation:** Information

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

**Recommendation:** Information/action.

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

Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) MDUSD v. CVCHS, et al., Contra Costa Superior Court Case No. MSC15-00574.

**Recommendation:** Confer with Legal Counsel on status of existing Litigation (Government Code Section 54956) One Case.

## **4.0 Adjourn to Closed Session**

The meeting was adjourned to closed session at 5:01pm

### **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 6:02pm

### **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 the Agenda**

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

**Recommendation:** Move to approve 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 pulling items 14.16 and 17.1'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

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

### **7.1 Negotiations - The Board May Discuss Negotiations or Provide Direction to its Representatives Regarding Represented Employees, Pursuant to Government Code Section 54957.6**

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

**Recommendation:** Information

The Governing Board received information.

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

**Recommendation:** Information/action.

In Closed Session the Board considered the Non-Reelection/Release of 16 probationary certificated employees under Education Code Section 44929.21 and voted by a vote 5 in favor and 0 against to direct the District to send notice that they will be non re-elected and released at the end of the 2023-2024 school year from their certificated positions. In Closed Session the Board considered the Release of 7 certificated administrative employees under Education Code Section 44951 and 44929.21 and voted by a vote 5 in favor and 0 against to direct the District to send notice that they will be released and reassigned, or released and non re-elected, at the end of the 2023-2024 school year from their certificated administrative positions.

**ORIGINAL - Motion**

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

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

Existing Litigation - Conference with Legal Counsel (Government Code Section 54956) MDUSD v. CVCHS, et al., Contra Costa Superior Court Case No. MSC15-00574.

**Recommendation:** Confer with Legal Counsel on status of existing Litigation (Government Code Section 54956) One Case.

**ORIGINAL - Motion** The Governing Board voted 5-0 in favor of accepting the agreement.

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

## 8.0 Public Comment

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

Public Comment: The public may address the Board regarding any item within the jurisdiction of the Board of Education of the Mt. Diablo Unified School District that is not on this agenda. 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.

## 9.0 Communications

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

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

**Recommendation:** Listen to Communications.

## 10.0 Recognitions and Resolutions

### **10.1 Review and Potential Approval of Resolution 23/24-48 in Recognition of Women's History**

Resolution

Mt. Diablo Unified School District recognizes the contributions and achievements of women and joins with the national recognition of March as Women's History Month.

**Recommendation:** Move to approve Resolution 23/24-48 in Recognition of Women's History.

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-48 in Recognition of Women's History'. 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 Resolution 23/24-49 in Recognition of Prescription Drug Abuse Awareness Month**

March is recognized as Prescription Drug Abuse Awareness month. Mt. Diablo Unified School District will stand with the nation in support of increasing awareness.

**Recommendation:** Move to approve Resolution 23-24 (49) in Recognition of Prescription Drug Abuse Awareness Month.

### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23-24 (49) in Recognition of Prescription Drug Abuse Awareness Month'. 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 Resolution 23/24-50 In Support of National School Breakfast Week**

The National School Breakfast Program has been serving the nation for 49 years and is dedicated to the health and well being of children. Mt. Diablo Unified School District supports and celebrates the National School Breakfast Week.

**Recommendation:** Move to approve Resolution 23/24-50 In Support of National School Breakfast Week

### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-50 In Support of National School Breakfast Week'. 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 Reports/Information**

### **11.1 2023-2024 Mid-year Local Control Accountability Plan (LCAP) Update**

All charter schools, school districts, and county offices of education are required to present a mid-year report on the Local Control Accountability Plan (LCAP) on or before February 28 each year at a regularly scheduled Board meeting. The mid-year report must include the following: mid-year outcome data related to metrics identified in the current year's LCAP, and all available mid-year expenditure and implementation data on all actions identified in the current year's LCAP.

**Recommendation:** Staff presentation

### **11.2 Facilities Update - Bonds & Construction**

Facilities Update Presentation

In an ongoing effort to keep the community updated Staff will provide an Facilities Report, Measure J Projects.

## **12.0 Board Member Reports**

### **12.1 Board Member Reports**

Board Members may choose to report out their activities.

**Recommendation:** Information.

### 13.0 Superintendent Report

#### 13.1 Superintendent's Report

The Superintendent may choose to report out on activities.

**Recommendation:** Information.

### 14.0 Consent Agenda

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

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

#### 14.2 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 **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the recommended action for certificated personnel'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

#### 14.3 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 **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the recommended action for classified personnel'.

Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **14.4 Review and Potential Approval of Independent Service Contract with Knowing Technologies and De La Salle High School**

Knowing Technologies will provide De La Salle High School with an Instructional Innovation Coach to develop and implement a professional development program and the services provided in connection with the program in partnership with the school's academic leadership team during the 2023-24 academic year.

**Recommendation:** Move to approve Independent Service Contract between Mt. Diablo Unified School District and Knowing Technologies on behalf of De La Salle High School for professional development services.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Independent Service Contract between Mt. Diablo Unified School District and Knowing Technologies on behalf of De La Salle High School for professional development 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

#### **14.5 Review and Potential Approval an Out of State Visit to Yearbook Plant, Varsity for a College Park High School Yearbook Teacher.**

Varsity, formerly Herff Jones, will host a plant tour for a College Park High School teacher. The plant tour will allow the teacher to better understand how the yearbook is produced and meet the key people who are involved in producing yearbooks each year. The new knowledge will be shared with students and help them understand the manufacturing process, the importance of making deadlines, sending in completed pages and returning proofs in a timely manner. Varsity is located in Kansas City, Missouri and the tour will take place from March 13-14, 2024. All expenses, but the flight, will be covered by Varsity.

**Recommendation:** Move to approve the visit to Varsity from a College Park High School teacher.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the visit to Varsity from a College Park High School teacher'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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



#### **14.6 Review and Potential Approval and Ratification of Mt. Diablo Adult Education (MDAE) Memorandum of Understanding (MOU) with San Diego County Office of Education (SDCOE) for Designated Subjects Credential Recommendations**

##### SDCOE MOU

Adult Education teachers in California must hold a California Adult Education Designated Subjects credential. The California Commission on Teacher Credentialing (CCTC) requires school districts to enter into an MOU with an approved Local Educational Agency (LEA), delineating the responsibilities of both organizations. SDCOE is an LEA, approved by the California Commission on Teacher Credentialing to recommend individuals for both preliminary and clear Designated Subjects teaching credentials. The SDCOE has presented (on February 5, 2024) the attached MOU, offering a renewal of the credentialing services of SDCOE. The new MOU presented is for a period of three years, from 7/1/23 to 6/30/26, replacing the previous five-year term MOU that was in effect from 7/1/18 to 6/30/23.

**Recommendation:** Move to approve and ratify Mt. Diablo Adult Education MOU with San Diego County of Education for Designated Subjects Credential recommendations.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve and ratify Mt. Diablo Adult Education MOU with San Diego County of Education for Designated Subjects Credential recommendations'. 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

#### **14.7 Review and Potential Approval of Amendment #1 for Legal Services with Dannis, Wolver and Kelly (DWK) Attorneys at Law**

On January 18, 2023, the Board of Education approved the Letter of Engagement with Dannis, Wolver and Kelly (DWK) Attorneys at Law to have them be an available legal resource as needed for MDUSD. The proposed amendment will allow for payment for additional legal work performed for MDUSD in the Fall of 2023, and for some potential upcoming work in the spring of 2024.

**Recommendation:** Move to approve amendment #1 for legal services with Dannis, Wolver and Kelly (DWK) Attorneys at Law.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve amendment #1 for legal services with Dannis, Wolver and Kelly (DWK) Attorneys at Law'. 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

#### **14.8 Review and Potential Approval of Out of Country Travel for Recruitment and In-Person Interviews of Spanish Bilingual Teachers**



MDUSD has an existing and long partnership with the California Department of Education (CDE) and the Embassy of both Mexico and Spain to directly recruit Spanish bilingual teachers. Both embassies are now restarting in-person interviews for the first time since the COVID pandemic and have invited MDUSD to attend interviews coordinated by each Embassy in each country. The Human Resources Department is requesting approval for no more than two HR staff members to travel to Mexico and Spain with a representative of the California Department of Education (CDE) for in-person interviews for bilingual teachers. Travel will take place in March and April 2024. **Recommendation:** Move to approve the out of country travel for staff for recruitment and in-person interviews of Spanish bilingual teachers.

**ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of country travel for staff for recruitment and in-person interviews of Spanish bilingual teachers'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

**14.9 Review and Potential Approval of an Overnight Field Trip to CAL HOSA for Mt. Diablo High School, Ygnacio Valley High School, and College Park High School's Student Leadership.**

HOSA Flyer

Mt. Diablo High School, Ygnacio Valley High School and College Park High School are requesting approval to attend an overnight field trip to CAL HOSA Future Health Professionals State Leadership Conference. The event will take place April 3-6, 2024, in Anaheim, California. Students and chaperones will travel by charter bus and will stay at local hotels.

**Recommendation:** Move to approve the out of state field trip for Mt. Diablo High School, Ygnacio Valley High School and College Park High School HOSA students.

**ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state field trip for Mt. Diablo High School, Ygnacio Valley High School and College Park High School HOSA students'. 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

**14.10 Review and Potential Approval of an Overnight Field Trip for Mt. Diablo High School JROTC**

Mt. Diablo High School's JROTC Red Devil Battalion will get a chance to experience team building, first aid and display leadership skills at the US Army Camp Parks located in Dublin, California. The overnight field trip will take place from March 21-24, 2024. Students and chaperones will travel by school bus and will stay on site at Camp Parks.

**Recommendation:** Move to approve the overnight field trip for Mt. Diablo High School's JROTC Group.

**ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for Mt. Diablo High School's JROTC Group'. 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

#### **14.11 Review and Potential Approval of an Amendment to the Independent Service Contract (ISC) with Total Event SF and Mt. Diablo Unified School District on behalf of College Park High School.**

ISC Total Events Amendment

College Park High School is requesting approval of their amendment to their Jr. Prom ISC with Total Events SF to change venues due to the closure of Golden Gate Fields. Their Jr. Prom will now take place at Chabot Space and Science Center in Oakland California. There will be no changes to the cost or event date.

**Recommendation:** Move to approve the amendment to College Park High School's Jr. Prom ISC.

#### **ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **ORIGINAL** motion 'Move to approve the amendment to College Park High School's Jr. Prom ISC'. 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

#### **14.12 Review and Potential Approval of Salary Schedules for 2024-2025**

2024-2025 MDEA Salary Schedules - attachments MDEA 185, 190, 195, 207, 212 Schedules only revised 2/21/24 - Class Size Overage-Gen Ed: per student day (rounding error) from \$31.01 to \$31.00; IEP Development Rate (for overages only with advance approval) Hourly rate from \$78.75 to \$78.51 2024-2025 CSEA Salary Schedule 2024-2025 DMA Management Salary Schedule 2024-2025 DMA Confidential Salary Schedule 2024-2025 Teamsters Salary Schedule 2024-2025 Classifications Assigned an Hourly Rate Schedule 2024-2025 Noon Supervisor Salary Schedule At previous Board meetings, the Board of Trustees have approved salary increases and "me too" agreements for various units. At the time of approval an AB1200 that showed the cost impact of those agreements was submitted to the County Office of Education. For auditing and transparency purposes, the 2024-2025 salary schedules are being brought forward tonight for Board approval.

**Recommendation:** Move to approve the Salary Schedules as presented.

#### **ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Salary Schedules 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

#### **14.13 Review and Potential Approval of a Quote from Canyon View Event Center for Concord High School's Prom.**

Concord High School is requesting approval of a quote for their Prom celebration at Canyon View Event Center in San Ramon, Ca. on April 26/2024

**Recommendation:** Move to approve the quote from Canyon View Event Center for Concord High School's Prom.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the quote from Canyon View Event Center for Concord High School's Prom'. 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

#### **14.14 Review and Potential Approval of Northgate High School's School Specialty Quote for the Purchase of Furniture.**

Quote

Northgate High School is requesting approval of their quote with School Specialty to purchase additional cafeteria tables and Special Ed assistant chairs.

**Recommendation:** Move to approve Northgate High School's furniture quote.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Northgate High School's furniture quote'. 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

#### **14.15 Review and Potential Approval of Amendment to the Independent Service Contract (ISC) Between Dr. Shelley Jones-Holt, Leadership Legacy Consulting, and Mt. Diablo Unified School District on Behalf of Ygnacio Valley High School.**

Amendment Invoice

Ygnacio Valley High School is requesting approval of an amendment to the Independent Service Contract with Dr. Shelley Holt, Leadership Legacy Consulting. The original ISC had an error and contracted amounts within the ISC did not match. This amendment makes the correction to reflect the agreed upon payment scheduled.

**Recommendation:** Move to approve the amendment to the Independent Service Contract with Dr. Shelley Holt, LLC.

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the amendment to the Independent Service Contract with Dr. Shelley Holt, LLC'. 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) Food and Nutrition Services

### **14.16 Review and Potential Approval of the Purchase of New Serving Lines for Six Schools from Trimark USA**

Food and Nutrition Services (FNS) is seeking approval to purchase new serving lines for six (6) schools: Pleasant Hill Middle School, Diablo View Middle School, Monte Gardens Elementary School, Strandwood Elementary School, El Monte Elementary School, and Fair Oaks Elementary School to improve food quality and the student dining experience. Each serving line is \$80,000-\$140,000, including hot and cold wells, salad bars, tables, and Point of Service stands. FNS is using Kitchen Infrastructure and Training (KITS) grant money to make this purchase from Trimark USA using the competitively bid Sourcewell contract #063022-SES.

**Recommendation:** Move to approve the purchase of new serving lines from Trimark USA for six schools.

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the purchase of new serving lines from Trimark USA for six schools'. 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

### **14.17 Review and Potential Approval Request for Increase to Award of (RFP) #1936 for 2023 Commodity Meats for Mt. Diablo Unified School District**

The Board approved a pooled award to Goodman Food Products dba Don Lee Farms and Tyson Prepared Foods, Inc. on December 13, 2023 for RFP #1936 for Commodity Meat Processing. Food and Nutrition Services is requesting to increase the total award amount to \$520,000 in order to maximize the use of USDA Commodities and as a result of increased meal participation.

**Recommendation:** Move to increase the Award of RFP #1936 2023 Commodity Meat for MDUSD Contract to \$520,000 for initial contract period of January 1, 2024-December 31, 2024, with possible two additional contract years.

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to increase the Award of RFP #1936 2023 Commodity Meat for MDUSD Contract to \$520,000 for initial contract period of January 1, 2024-December 31, 2024, with possible two additional contract years'. 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

## B) Maintenance and Operations

### **14.18 Review and Potential Approval of the Independent Service Contract Amendment #2 with Stingley Consulting Solutions for Security & Supervision Services**

ISC Stingley Consulting PO 243030 Amendment 2 PO 243030 w-Amendment  
To support the various needs of the District, contracting with an outside vendor was necessary to cover school site security and overall operational supervision. The current contract has been depleted and the requested amendment will ensure we have the necessary support to provide services to our various school sites, should this be necessary, through the remainder of the fiscal year.

**Recommendation:** Move to Approve the Independent Service Contract Amendment #2 with Stingley Consulting Solutions for Supervision Services.

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the Independent Service Contract Amendment #2 with Stingley Consulting Solutions for Supervision Services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

### **14.19 Review & Potential Approval of Furniture Purchase & Installation for the Elementary Modernization Phase I Projects at Meadow Homes, Mt. Diablo and Rio Vista Elementary Schools per OMNIA Contract Number: R191810**

Meteor Education - Meadow Homes Elementary Meteor Education - Mt. Diablo Elementary Meteor Education - Rio Vista Elementary

As part of the modernizations occurring at Mt. Diablo, Meadow Homes, and Rio Vista Elementary Schools, new classroom furniture will be purchased. The new 21st classroom furniture provides student-centered environments with agile furniture that supports student focus through fidget and movement. The furniture plan includes consolidated organization solutions that increase the classroom floor space, while providing ultimate organization and ease of access to materials. The first phase of the modernizations at Meadow Homes, Mt. Diablo and Rio Vista schools will complete for the 2024-25 school year. Meteor Education has provided a proposal for the furniture and installation in the amount of \$511,873.91 at Meadow Homes, this includes thirteen classrooms and three support spaces. The proposal for Mt. Diablo is in the amount of \$366,304.66 this includes nine classrooms. The proposal for Rio Vista is in the amount of \$398,828.57 this includes two classrooms, library/media center, staff lounge, and twelve office/support spaces. Meteor Education participates in the OMNIA Purchasing Program, Contract # R191810 which provides best value pricing for the procurement of goods.

**Recommendation:** Move to approve the Furniture Purchase & Installation for the Elementary Modernization Phase I Projects at Meadow Homes, Mt. Diablo and Rio Vista Elementary Schools per OMNIA Contract: R191810

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Furniture Purchase & Installation for the Elementary Modernization Phase I Projects at Meadow Homes, Mt. Diablo and Rio

Vista Elementary Schools per OMNIA Contract: R191810'. 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

**14.20 Review and Potential Ratification of Tree Removal Services for Ygnacio Valley Elementary School per California Public Contract Code § 20113 to Quality Tree Care.**

Ygnacio Valley Elementary - Quality Trees

To support the emergency tree services to remove Eucalyptus Trees at Ygnacio Valley Elementary that were compromised during the recent storms, 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 Tree Removal Services for Ygnacio Valley Elementary School per California Public Contract Code § 20113 to Quality Tree Care.

**ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Ratification of Tree Removal Services for Ygnacio Valley Elementary School per California Public Contract Code § 20113 to Quality Tree Care'. 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

**14.21 Review and Potential Approval of the Issuance of the Notice of Completion for Bid 1928/C1928 for the 2023 Summer Roofing Project, Package #1 at Pleasant Hill Middle School**

Bid 1928/C1928 - Completion Memo Bid 1928/C1928 - Notice of Completion  
On March 22, 2023, the Board awarded Bid 1928 to Best Contracting Services, for 2023 Summer Roofing Project, Package #1 at Pleasant Hill Middle School. The contractor has completed all work under Bid 1928/C1928 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$3,530,535 (incl. \$350,000 potential allowance) Collective savings: \$ 317,075.63 Final Contract Value: \$3,213,459.37

**Recommendation:** Move to approve the Issuance of the Notice of Completion for Bid 1928/C1928 for the 2023 Summer Roofing Project, Package #1 at Pleasant Hill Middle School

**ORIGINAL - Motion**

Member (**Debra Mason**) Moved, Member (**Keisha Nzewi**) Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion

for Bid 1928/C1928 for the 2023 Summer Roofing Project, Package #1 at Pleasant Hill Middle School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

#### **14.22 Review and Potential Approval of the Proposal for the Mt. Diablo High School Restroom Project with Airtight Construction**

MDHS Restroom Project

To support the Restroom Project at Mt. Diablo High School, the district requires the support from an outside vendor. The restroom facility being renovated will allow the athletes, specifically softball players, a secure restroom facility to be used during practice and games. The renovations will take place to an existing restroom building on campus.

**Recommendation:** Move to approve the proposal for the Mt. Diablo High School Restroom Project with Airtight Construction

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the proposal for the Mt. Diablo High School Restroom Project with Airtight Construction'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

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

#### **14.23 Review and Potential Approval of Proposal for Furniture for Willow Creek/Student Services per Insidesource (formerly SamClar) Maverick TIPS Contract 210305**

Insidesource Proposal Student Services/Enrollment Center Quote 56951

This is to support the needs of the Students and Staff of Mt. Diablo Unified School District and to support the recent department reorganization. Staff has received proposals for workstations for the Student Services Department.

**Recommendation:** Move to approve the proposals of furniture from Insidesource (formerly Sam Clar) for Student Services per the Maverick TIPS Contract 210305

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

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve the proposals of furniture from Insidesource (formerly Sam Clar) for Student Services per the Maverick TIPS Contract 210305'. 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



## D) Technology

### **14.24 Review and Potential Approval of Silverwood Elementary School Network Refresh, Including Network Equipment, Cabling, Voice Over Internet Protocol (VOIP) Phones, Audio Visual Equipment, Clocks/Bells/Speakers, Security Cameras, Installation, and Services**

Quotes: Audio Visual Equipment - EKC Cabling and Hardware Installation - CDW-G Cameras - CDW-G Clocks-Bells-Speakers - CDW-G MPR Audio Visual - CDW-G MPR Audio Visual Services - CDW-G Network Equipment - CDW-G Phone Handsets - CDW-G Uninterruptable Power Supplies (UPS) - CDW-G Network Cabinets - Anixter Silverwood Elementary School is the Proof-of-Concept site for the Measure J-funded network refresh, consisting of structured cabling, network equipment, network cabinets, power distribution units, uninterruptable power supplies (UPS), phone handsets, clocks/bells/speakers, security cameras, multipurpose room audio-visual equipment, and installation services. Control and management systems for the refreshed network hardware and services, including Voice over Internet Protocol (VoIP), and mass notification will be included in operational budgets. Additional items, including equipment and services to provide dedicated electrical circuits for network cabinets will be brought forward at a later board meeting.

**Recommendation:** Move to approve Silverwood Elementary School network refresh, including network equipment, cabling, Voice over Internet Protocol (VoIP) phones, audio visual equipment, clocks/bells/speakers, security cameras, installation, and services

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to approve Silverwood Elementary School network refresh, including network equipment, cabling, Voice over Internet Protocol (VoIP) phones, audio visual equipment, clocks/bells/speakers, security cameras, installation, and services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

## **15.0 Consent Item Pulled for Discussion**

### **16.0 Consent Item Pulled by Staff**

#### **16.1 Review and Potential Ratification of an Overnight Field Trip for Ygnacio Valley High School Girl's Basketball Team - Pulled during Approval of the Agenda**

Ygnacio Valley High School is requesting ratification of the Girls Basketball team overnight field trip to Arcata, California for the NCS playoffs. The playoff selections were made the evening of Sunday, February 11, 2024. The application to play for NCS was submitted immediately, Monday, February 12, 2024. The NCS game will take place February 14-15, 2024. Students and chaperones will travel by car and will stay at local hotels.

**Recommendation:** Move to ratify Ygnacio Valley High School's overnight field trip for the Girls Basketball Team.

## 17.0 Business/Action Items

### 17.1 PULLED during Approval of the Agenda - Review and Potential Approval of the 2022-23 School Accountability Report Cards

The School Accountability Report Card (SARC), in general, provides background information about the school and its students, summarizes the school's mission, goals, and accomplishments. In addition, by state law, the SARC contains demographic data, school safety and climate for learning information, academic data, school completion rates, class sizes, teacher and staff information, curriculum and instruction descriptions, postsecondary preparation information, and fiscal/expenditure data. The SARC provides parents and the community with important information about each school. The SARC can be an effective way for a school to report on its progress in achieving goals. The public may also use a SARC to evaluate and compare schools on a variety of indicators. \*Note. The Teacher data tables under A. Conditions of Learning (i.e., Teacher Preparation and Placement, Teachers Without Credentials and Misassignments, Credentialed Teachers Assigned Out-of-Field, and Class Assignments), the Student Group, CTE Participation, and Course Enrollment/Completion data tables under B. Pupil Outcomes, the Student Group data tables under C. Engagement, and the Student Support Services Staff and Teacher and Administrative Salaries data tables under D. Other SARC Information will not be available at this time. When these CDE populated data become available, the SARCs will be updated to reflect the completed data tables. Attached are examples of a few SARCs. All SARCs can be found in the following link:

[https://drive.google.com/drive/folders/1BnKW8dkPe9yvCxAnkSsztixfwU3z9HTT?usp=s\\_haring](https://drive.google.com/drive/folders/1BnKW8dkPe9yvCxAnkSsztixfwU3z9HTT?usp=s_haring)

**Recommendation:** Move to approve the 2022-2023 School Accountability Report Cards

### 17.2 Review and Potential Approval of Food and Nutrition Services FTE Committee Staffing Recommendations

Per Article 42 of the Teamsters Contract, which was ratified in July 2023, the District and T856 formed a Committee, whose purpose was to evaluate the Food Service staffing hours across all MDUSD schools and make recommendations for increasing Full Time Equivalents (FTE) and equalizing labor hours across schools. The Committee met six times between September 2023 and January 2024. Attached hereto are the Committee's recommendations.

**Recommendation:** Move to approve the Food Service and Teamster's Committee recommendations to increase Full Time Equivalent (FTE) staffing hours for the Department of Food and Nutrition Services.

**\*\*Student Board Member Susana Barrios seconded the motion**

#### **ORIGINAL - Motion**

Member **(Cherise Khaund)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Food Service and Teamster's Committee recommendations to increase Full Time Equivalent (FTE) staffing hours for the Department of Food and Nutrition Services'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

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

BP 1160 Political Processes - Board Approved 2/7/24 BP 1330 Use of School Facilities - Board Approved 2/7/24 AR 1330 Use of School Facilities - Board Approved 2/7/24 E(1) 1330 Use of School Facilities - Board Approved deletion 2/7/24 AR 3311 Bids -Board Approved 1/17/2024 AR 3311.3 Design-Build Contracts - Board Approved 1/17/2024 BP 3312 Contracts BP 3460 Financial Reports and Accountability BP 3551 Food Service Operations/Cafeteria Fund - Board Approved 1/17/2024 AR 3551 Food Service Operations/Cafeteria Fund -Board Approved 1/17/2024 BP 4151 Employee Compensation -Review 2/21/2024 BP 4251 Employee Compensation -Review 2/21/2024 BP 4351 Employee Compensation -Review 2/21/2024 AR 4217.3 Layoff/Rehire BP 5131.9 Academic Honesty - Board Approved 11/8/23 BP 6154 Homework/Makeup Work - Board Approved 11/8/23 BP 6162.5 Student Assessment - Board Approved 11/8/23 AR 7140 Architectural and Engineering Services BB 9124 Attorney - Board Approved 2/7/24

CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes. Revisions for BP 4151, BP 4251 and BP 4351 are being brought for review and will be brought back for approval at a future meeting. Work continues on the remaining policies.

**Recommendation:** Informational review of revisions to BP 4151, BP 4251, BP 4351 Employee Compensation.

#### **17.4 Review Changes to Board Policies and Administrative Regulations per California School Board Association (CSBA) Recommendations - December 2023 Quarterly Update**

BP 0460 Local Control and Accountability Plan - Review 2/21/24 AR 0460 Local Control and Accountability Plan - Review 2/21/24 BP 0150 Accountability BP 0520 Intervention in Underperforming Schools AR 1220 Citizen Advisory Committees BP 1431 Waivers BP 3400 Management of District Assets/Accounts AR 3400 Management of District Assets/Accounts BP 5116.2 Involuntary Student Transfers BP 5131.2 Bullying AR 5131.2 Bullying AR 5141.21 Administering Medication and Monitoring Health Conditions BP 5148.3 Preschool/Early Childhood Education AR 5148.3 Preschool/Early Childhood Education BP 6142.8 Comprehensive Health Education - Review 2/7/2024 AR 6142.8 Comprehensive Health Education - Review 2/7/2024 BP 6146.1 High School Graduation Requirements - Review 2/7/2024 BP 6146.4 Differential Graduation and Competency Standards for Students with Disabilities - Review 2/7/2024 BP 6170.1 Transitional Kindergarten - Review 2/7/2024 AR 6173.3 Education for Juvenile Court School Students - Review 2/7/2024 BB 9321 Closed Session E(1) 9321 Closed Session E(2) 9321 Closed Session

CSBA provides school districts with a quarterly list of potential updates to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes. Revisions for BP 6142.8, BP 6146.1, BP 61496.4, BP 6170.1 and AR 6142.8, and AR 6173.3 were presented for Board review on 2/7/2024 are now brought for approval. Revisions for BP 0460 and AR 0460 are being presented for review and will be brought back at a future meeting for approval. Work continues on the remaining policies.

**Recommendation:** Move to approve updates to BP 6142.8, BP 6146.1, BP 6146.4, BP 6170.1 and AR 6142.8, and AR 6173.3 as presented.

#### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve updates to BP 6142.8, BP 6146.1, BP 6146.4, BP 6170.1 and AR 6142.8, and AR 6173.3 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

### **17.5 Review Revisions to Administrative Regulations 4217.3 Layoff/Rehire**

Revisions have been made to the Administrative Regulation 4217.3 Layoff/Rehire and are being presented to the board as information.

**Recommendation:** Informational review

### **18.0 Meeting Extension**

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

#### **19.1 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.

### **20.0 Reconvene Open Session**

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

Report out action taken during closed session.

**Recommendation:** Information.

### **21.0 Future Agenda Items**

### **22.0 Adjournment**

President McFerrin adjourned the meeting at 8:17pm

#### **22.1 Adjourn Meeting**

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

**Recommendation:** Adjourn the meeting.