

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
MT. DIABLO UNIFIED SCHOOL DISTRICT
Thursday, June 25, 2015 (5:00 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 5:00 p.m., and conducted Roll Call with all Board members present except Ms. Mason who is expected to arrive soon, and Mr. Lawrence whose presence is uncertain.

PUBLIC COMMENT

There was no Public Comment.

CLOSED SESSION AGENDA

4.1 (Item #1) Superintendent's Evaluation

In Closed Session, the Board will consider the Superintendent's evaluation.

ADJOURN TO CLOSED SESSION #1

The Board adjourned to Closed Session at 5:01 p.m. Ms. Mason arrived as Closed Session began.

RECONVENE OPEN SESSION

The Board reconvened Open Session at 7:02 p.m.

PRELIMINARY BUSINESS

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

REPORT OUT ACTION TAKEN IN CLOSED SESSION

8.1 (Item #1) Superintendent's Evaluation

In Closed Session, the Board will consider the Superintendent's evaluation.

After Open Session, the Board will reconvene Closed Session to complete the Superintendent's evaluation.

PUBLIC COMMENT

There was no Public Comment.

BUSINESS/ACTION ITEMS

10.1 2015-16 District Budget

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 employee's salaries through the salary schedule and changes in the employee benefit rates, 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%.

Nance Juner responded to Board member questions.

Oaks moved, Mason seconded, and the Board voted 4-0-0-1 (with Lawrence absent) to adopt the MDUSD 2015-16 Proposed Budget.

10.2 Adoption of the 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.

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 underserved students, enrichment opportunities, family and community engagement, and how a responsive system supports schools and students through operations and infrastructure.

Funding: All required Local Control Funding Formula (LCFF) Funds and additional funds as necessary to support all actions within the LCAP.

Dr. Meyer responded to Board member questions and concerns. Dr. Meyer summarized Board member feedback as a need to work on clarity of language, cite specific examples, and use action words to show growth moving ahead.

Mayo moved, Oaks seconded, and the Board voted 4-0-0-1 (with Lawrence absent) to adopt the 2015-16 Mt. Diablo Unified School District Local Control Accountability Plan (LCAP).

Dr. Meyer thanked everyone involved for their hard work on the LCAP, and provided a summary of the next steps in the LCAP process.

10.3 Updating LEA Plan Goal 2: English Proficient/Title III Immigrant Annual Plan and Budget Update

The Elementary and Secondary Education Act (ESEA), Title III, Limited English Proficient (LEP) and Immigrant Student Program statutes require participating local educational agencies (LEAs) to update their LEA Plan Goal 2: Title III annually (ESEA, Title III, Part A, Section 3114).

The Title III Plan identifies goals for English Learners, and the District's activities in the following areas:

- Annual Progress Learning English
- English Learners Achieving Language Proficiency
- Proficiency in ELA/Reading
- Proficiency in Mathematics
- High Quality Professional Development
- Parent and Community Participation

The plan will also include allocation of funding for each of these areas.

Oaks moved, Mayo seconded, and the Board voted 4-0-0-1 (with Lawrence absent) to approve the update to LEA Plan Goal 2: English Proficient/Title III Immigrant Annual Plan and Budget Update.

10.4 Appointment of Elementary Principal - Cambridge Elementary

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

Dr. Meyer recommended Garry Galvan for the position.

Mr. Lawrence arrived at 7:17 p.m. Because he arrived as the motion was being made, his presence had not yet been updated in the Electronic School Board system. Therefore, he was indicated as absent during the vote on this item.

Mason moved, Mayo seconded, and the Board voted 4-0-0-1 (with Lawrence absent) to approve the appointment of Garry Galvan to the position of Elementary Principal - Cambridge Elementary.

Dr. Meyer thanked everyone who participated in the selection process.

10.5 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.

Dr. Meyer recommended Sandra Wilbanks for the position.

Mayo moved, Oaks seconded, and the Board voted 5-0-0 to approve the appointment of Sandra Wilbanks to the position of Elementary Principal - Meadow Homes Elementary.

10.6 Appointment of Elementary Principal - Silverwood Elementary

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

Dr. Meyer recommended Julie Johnson for the position.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve the appointment of Julie Johnson to the position of Elementary Principal - Silverwood Elementary.

10.7 PULLED BY STAFF: Appointment of Elementary Principal - Valle Verde Elementary

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

10.8 PULLED BY STAFF: Appointment of Elementary Principal - Westwood Elementary

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

10.9 Create Job Description for Assistant Director of Personnel

Staff is requesting the creation of a new job description of Assistant Director of Personnel.

As a result of the District restructuring, it is no longer required to have two Directors in the Personnel Department. This job description will better describe the duties and functions of this second administrative position within the department.

Staff is requesting this job description go forward for both information and action at this time.

Dr. Meyer responded to Board member questions.

Mason moved, Lawrence seconded, and the Board voted 5-0-0 to approve the creation of a job description for Assistant Director of Personnel.

10.10 Create Job Description for Administrator, Compliance and Training

Staff is requesting the creation of a new job description for Administrator, Compliance and Training. This position will consolidate compliance and monitoring for mandated programs and training obligations.

Staff is requesting this job description go forward for both information and action at this time.

Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve the creation of a job description for Administrator, Compliance and Training.

10.11 Create Job Description for Community Liaison

Staff is requesting the creation of a new classified job description of Community Liaison.

As prioritized in the LCAP plan, we are bringing forward this position to support the needs of the students, parents and community.

Staff is requesting this job description go forward for both information and action at this time.

President Hansen noted that this is a newly created position, and offered recommendations for the following changes to the job description:

#1 Knowledge and Skills: Rephrase “Knowledge of socio-economic problems in the community” to read as “Current knowledge and strong familiarity of the socio-economic strengths and challenges in the community.” Ms. Hansen noted that the items in this section should be listed by priority.

#14: Rephrase “Knowledge of family dynamics” to read as “Knowledge of family dynamics and culture.”

#12: Replace the word “forms” with the correct word “forums.”

#10: Rephrase “Confer with community agencies and businesses” to read as “Confer and collaborate with community agencies and businesses.”

#20: Replace the word “others” with “outside agencies.”

#21: Correct the spelling of the word “judgment.”

Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve the creation of a job description for Community Liaison with suggestions read by President Hansen and recorded.

10.12 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.

Oaks moved, Mayo seconded, and the Board voted 5-0-0 to approve the revision of the job description for Administrator, Assessment, Research & Evaluation to Director, Assessment, Research & Evaluation.

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

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

Mayo moved, Mason seconded, and the Board voted 5-0-0 to approve the request to increase and/or delete Full Time Equivalent (FTE).

10.14 Nomination of New Member to the Budget Advisory Committee (BAC) for the 2015-16 School Year

Approve the nomination of David Joslin, representative for Cheryl Hansen.

Mason moved, Oaks seconded, and the Board voted 5-0-0 to approve the nomination of David Joslin as new BAC member for the 2015-16 school year.

10.15 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.

ADJOURN TO CLOSED SESSION #2

The Board adjourned to Closed Session #2 at 7:38 p.m.

RECONVENE OPEN SESSION

The Board reconvened Open Session at 10:12 p.m.

President Hansen reported that during Closed Session the Board discussed the Superintendent's evaluation, and shared that Dr. Meyer has met, or made noteworthy progress toward, the five goals set for her by the Board.

ADJOURNMENT

The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Nellie Meyer, Ed.D.
Superintendent

DRAFT