



Mt. Diablo Unified School District  
Governing Board

## Approved Board Meeting Minutes

**REGULAR MEETING OF THE BOARD OF EDUCATION  
MT. DIABLO UNIFIED SCHOOL DISTRICT  
Wednesday, January 8, 2025 (6:00 PM)**

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### ROLL CALL

Debra Mason  
Linda Mayo  
Cherise Khaund  
Keisha Nzewi  
Thomas McDougall

#### 1.0 Call to Order

President Mayo 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. Speakers must submit a Speaker's Card to the Board secretary. The Board President will call each speaker to the podium as appropriate. These presentations are limited to three minutes each, or a total of thirty minutes for all speakers or the three minute limit may be shortened. Speakers are not allowed to yield their time.

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

#### 3.0 Closed Session Agenda

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

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

**Recommendation:** Information

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

**Recommendation:** Information/action.

**ORIGINAL - Motion**

### **3.3 Conference with Legal Counsel-Existing Litigation**

Conference with Legal Counsel-Existing Litigation. The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code § 54956.9): 1. MDUSD v. FABRIZIO ARENAS, MATT CARL, LUCIANO ARENAS, LEGION FOOD TRUCKS (and unknown entity).

**Recommendation:** N/A

### **3.4 Conference with Legal Counsel-Anticipated Litigation**

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

**Recommendation:** N/A

## **4.0 Adjourn to Closed Session**

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

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

The Board President will adjourn the meeting to closed session.

**Recommendation:** Adjourn to closed session.

## **5.0 Reconvene Open Session**

Open session was reconvened at 6:00pm

### **5.1 Reconvene Open Session**

The Board of Education will reconvene Open Session.

**Recommendation:** Reconvene Open Session.

## **6.0 Preliminary Business**

**6.1 Land Acknowledgement: We recognize that the Mt Diablo Unified School District sits on the territory of the Confederated Villages of Lisjan, the ancestral and unceded land of the Bay Miwok and Northern Yokut, the successors of the sovereign Verona Band of Contra Costa County. As members of the MDUSD community, it is vitally important that we not only recognize the history of the land on which we learn, but also, we recognize that the land we inhabit and learn on is the ancestral land of these people who are alive and flourishing members of MDUSD and broader bay area communities today.**

**Recommendation:** Read Land Acknowledgement

### **6.2 Pledge of Allegiance**

The Board President will lead the Pledge of Allegiance.

**Recommendation:** Lead the Pledge of Allegiance.

### **6.3 Review and Potential Approval of Minutes for Regular Board Meeting Held December 18, 2024**

Board Meeting Minutes December 18, 2024

Minutes have been prepared for the board meeting on December 18, 2024 and are presented for review and approval.

**Recommendation:** Move to approve the minutes for the Regular Board Meeting held December 18, 2024.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the minutes for the Regular Board Meeting held December 18, 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

#### **6.4 Review and Potential Approval of the Agenda**

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

**Recommendation:** Move to approve the agenda.

**AMENDED - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **AMENDED** motion 'Move to approve the agenda switching positions of item 13 and 14'. 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
Keisha Nzewi	Yes
Thomas McDougall	Yes

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

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

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

**Recommendation:** Information

The Governing Board received information.

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

**Recommendation:** Information/action.

In closed session by a vote of 5-0 with no abstentions, the board took action to accept the resignation of one employee per the separation agreement.

#### **7.3 Conference with Legal Counsel-Existing Litigation**

Conference with Legal Counsel-Existing Litigation. The Board will meet in closed session to discuss the following matter(s): CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code § 54956.9): 1. MDUSD v. FABRIZIO ARENAS, MATT CARL, LUCIANO ARENAS, LEGION FOOD TRUCKS (and unknown entity).

**Recommendation:** N/A

There were no reportable actions taken.

#### **7.4 Conference with Legal Counsel-Anticipated Litigation**

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

**Recommendation:** N/A

There were no reportable actions taken.

### **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. Speakers must submit a Speaker's Card to the Board secretary. The Board President will call each speaker to the podium as appropriate. These presentations are limited to three minutes each, or a total of thirty minutes for all speakers, or the three minute limit may be shortened. If there are multiple speakers on any one subject, the public comment period may be moved to the end of the meeting. Speakers are not allowed to yield their time. Public Comment will also be allowed on each specific agenda item prior to board action thereon.

**Recommendation:** Listen to Public Comment.

Three public comments were heard.

### **9.0 Communications**

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

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

**Recommendation:** Listen to Communications.

One communication comment was heard.

### **10.0 Recognitions and Resolutions**

#### **10.1 Review and Potential Approval of Resolution 24/25-37 in Recognition of Reverend Dr. Martin Luther King, Jr. Day**

Resolution 24/25-37 in Recognition of Reverend Dr. Martin Luther King, Jr. Day

The MDUSD Governing Board will adopt a resolution in recognition of January 20, 2025 as Reverend Dr. Martin Luther King, Jr. Day.

**Recommendation:** Move to approve Resolution 24/25-37 in Recognition of Reverend Dr. Martin Luther King, Jr. Day.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 24/25-37 in Recognition of Reverend Dr. Martin Luther King, Jr. Day'. 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
Keisha Nzewi	Yes
Thomas McDougall	Yes

## 11.0 Public Employee Appointment

## 12.0 Reports/Information

### 12.1 Report on African American Student Achievement

Presentation

Dr. Lamont Francies will provide an update on the progress of the African American Parent Advisory Council and impact on African American student.

**Recommendation:** information.

## 13.0 Board Member Reports

### 13.1 Board Member Reports

Board Members may choose to report out their activities.

**Recommendation:** Information.

## 14.0 Superintendent Report

### 14.1 Superintendent's Report

The Superintendent may choose to report out on activities.

**Recommendation:** Information.

## 15.0 Consent Agenda

### 15.1 Approval of Items listed under Consent Agenda.

Items listed under Consent Agenda are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon the request of any member of the Board and acted upon separately.

**Recommendation:** Approve all Consent Agenda items.

**ORIGINAL - Motion**

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

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes

Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.2 Review and Potential Approval of the Recommended Action for Certificated Personnel**

List of certificated hires, leave of absences, resignations, and retirements  
See attached for detailed list of certificated hires, leave of absences, resignations, and retirements.

**Recommendation:** Move to approve the recommended action for certificated personnel.

#### **ORIGINAL - Motion**

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

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.3 Review and Potential Approval of the Recommended Action for Classified Personnel**

List of classified hires, leave of absences, resignations, and retirements.  
Information of classified hires, leave of absences, resignations, and retirements for consideration.

**Recommendation:** Move to approve the recommended action for classified personnel.

#### **ORIGINAL - Motion**

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

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.4 Review and Potential Approval of the Agreement with The Regents of the University of California and Mt. Diablo Unified School District on Behalf of Mt. Diablo High School.**

Agreement

The goal of University through Program for the 2024-2025 school year, is to increase the college-going rate of students at schools and provide comprehensive college awareness, mentorship, resource, preparation, and advising and information through the efforts of dedicated college advisers.

**Recommendation:** Move to approve the Mt. Diablo High School Agreement with The Regents of the University of California.

#### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Mt. Diablo High School Agreement with The Regents of the University of California'. 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

Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.5 Review and Potential Approval of Overnight Field Trip to San Francisco, CA for Northgate High School Debate Club.**

Northgate High School is requesting approval for their Debate Club to travel on an overnight field trip and participate in the Harvard Model Congress San Francisco public speaking and debate event on the following dates: 1/17/2025-1/19/2025. Students will travel by personal vehicles. Students and chaperones will be staying at the Hyatt Regency San Francisco.

**Recommendation:** Move to approve the overnight field trip for Northgate High School Debate Club.

#### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the overnight field trip for Northgate High School Debate Club'. 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  
Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.6 Review and Potential Approval of Purchase of New MU Stage Curtains at Sequoia Middle School. Two Awarding quotes: ABC School Equipment #SQ\_050617-1 & SQ\_050682-1**

Quotes #SQ\_050682-1 & #SQ\_050617-1 ABC School Equipment was called to provide MU Drapes and Curtains with installation at Sequoia Middle School. The lowest responsible, responsive quote from ABC School Equipment, for the total amount of \$27,044.48, including all applicable sales tax. The scope of work includes, but not limited to: Remove all old stage curtains. Install new front stage drapes with matching front valance. Install all new backdrop drapes. Perform in room delivery, set up and installation at site. Remove all debris, boxes and shipping materials from site.

**Recommendation:** Motion to Approve the quotes from ABC School Equipment as presented.

#### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Motion to Approve the quotes from ABC School Equipment 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  
Keisha Nzewi Yes  
Thomas McDougall Yes

### **15.7 Review and Potential Approval of Overnight Field Trip to Templeton, CA for Mt. Diablo High School Baseball Team.**

Mt. Diablo High School is requesting approval for their baseball team to travel on an overnight field trip to Templeton, CA for a baseball tournament. The Tournament will be from 4/15/25 - 4/18/25. Students will travel by charter bus and stay at the Springhill Suites Marriott.

**Recommendation:** Move to approve the overnight field trip for Mt. Diablo High School Baseball Team.

#### **ORIGINAL - Motion**

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

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

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

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

Legal Services Agreements with the following law firm: ATKINSON, ANDELSON, LOYA RUUD & ROMO, PLC

Each fiscal year, District needs to contract with attorneys and other specialists to represent the District in litigation. The Legal Department supervises and directs outside counsel to ensure the District receives the highest quality legal services at the lowest cost. In order to ensure that the District can respond to litigation in a timely manner, we execute Master Agreements for Legal Services in advance. All fees must be paid from the existing Board approved budget. The Legal Department has created a template for legal services in order to standardize litigation management and consolidate billing efforts.

**Recommendation:** That the Board approve the Master Legal Service Agreements for the following law firm: ATKINSON, ANDELSON, LOYA RUUD & ROMO, PLC

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'That the Board approve the Master Legal Service Agreements for the following law firm: ATKINSON, ANDELSON, LOYA RUUD & ROMO, PLC'. 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  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.9 Review and Potential Ratification of the Agreement between Mt. Diablo Unified School District and Tulare County Office of Education.**

Agency Agreement

Tulare County Office of Education will pay for the cost of services, up to \$4,550.00, to current, new and aspiring career technical education (CTE) leaders in the administration of CTE programs throughout the State of California. Agreement services effective July 1, 2024 through June 30, 2025.

**Recommendation:** Move to ratify the Agreement with Tulare County Office of Education and Mt. Diablo Unified School District.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify the Agreement with Tulare County Office of Education and Mt. Diablo Unified School District'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.10 Review and Potential Approval of Independent Service Contract between Mt. Diablo Unified School District and UCCR Web Life Field School**



## **Camp Arroyo on behalf of Meadow Homes Elementary School for Outdoor Education Program**

UCCR WOLF Camp Arroyo will be providing an Outdoor Education program to Meadow Homes Elementary 5th grade students February 5-7, 2025 in Livermore, CA. The contractor will provide food and lodging for the 3 day, 2 night program. The contractor is responsible for all instruction by naturalist, including instructional materials. Students and chaperones will be traveling by bus.

**Recommendation:** Move to approve the UCCR Web of Life Field School Camp Arroyo Independent Service contract for Outdoor Education services for Meadow Homes Elementary School.

### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the UCCR Web of Life Field School Camp Arroyo Independent Service contract for Outdoor Education services for Meadow Homes Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

## **15.11 Review and Potential Approval of Independent Service Contract between Mt. Diablo Unified School District and Delta Bay Impact for Fair Oaks Elementary School.**

Delta Bay Impact is committed to advancing educational enrichment in our community by actively addressing the achievement gap for African American Scholars. Through innovative programs and strategic partnerships, our aim is to empower individuals with the resources and support necessary for success while advocating for educational equity.

**Recommendation:** Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Delta Bay Impact for services provided to Fair Oaks Elementary School in the 2024-2025 school year.

### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Independent Service Contract between Mt. Diablo Unified School District and Delta Bay Impact for services provided to Fair Oaks Elementary School in the 2024-2025 school year'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

## **15.12 Review and Potential Approval of the Independent Service Contract between Mt. Diablo Unified School District and Young Audiences of Northern California for services at Silverwood Elementary**

Young Audiences of Northern California will provide two assemblies called Cascada de Flores: Treasure of Aquiles.

**Recommendation:** Move to approve the Independent Service Contract with Young Audiences of Northern California and Mt. Diablo Unified School District to provide assemblies at Silverwood Elementary School.

### **ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Independent Service Contract with Young

Audiences of Northern California and Mt. Diablo Unified School District to provide assemblies at Silverwood Elementary School'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

### **15.13 Review and Potential Approval of the Williams Quarterly Report for January 31, 2025.**

The Williams legislation is a package of state laws resulting from the settlement of a class action lawsuit filed in San Francisco County Superior Court in 2000, Eliezer Williams et al vs. State of California. The basis of the lawsuit was that agencies failed to provide public school students with equal access to instructional materials, safe and decent school facilities, and qualified teachers. The Contra Costa County Office of Education has requested quarterly reports on specific complaints designated in the Williams lawsuit settlement. Quarterly Reports reflect complaints regarding textbooks and instructional materials, teacher vacancies or misassignments, and facilities conditions. This quarter's report includes the months of October through December 2024.

**Recommendation:** Move to approve the Williams Quarterly Report, January 31, 2025.  
**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Williams Quarterly Report, January 31, 2025'. 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
Keisha Nzewi	Yes
Thomas McDougall	Yes

## **A) Maintenance and Operations**

### **15.14 Review and Potential Approval of Independent Service Contract (ISC) to Kilowatt Engineering, Inc. dba kW Engineering, Inc. for Commissioning (Cx) Services**

KW Engineering ISC

Staff seeks Board approval to hire a commissioning agent to oversee and validate the proper installation and functioning of building systems for the Elementary Modernization Phase II Projects at Meadow Homes, Mt. Diablo and Rio Vista Elementary Schools. This step ensures the project meets the district's quality, performance, and operational goals. Commissioning is a critical quality assurance process that ensures building systems such as HVAC, electrical, lighting, etc. are installed, tested, and maintained to operate as intended. Hiring a qualified commissioning agent aligns with best practices in construction management, supports energy efficiency goals, and reduces long-term operational costs by identifying potential system issues during the construction phase.

**Recommendation:** Move to approve the Independent Service Contract (ISC) to Kilowatt Engineering, Inc. dba kW Engineering, Inc. for Commissioning (Cx) Services  
**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Independent Service Contract (ISC) to Kilowatt Engineering, Inc. dba kW Engineering, Inc. for Commissioning (Cx)

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  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.15 Review and Potential Approval of Independent Service Contract (ISC) to Matthew C. Brown for Certified DSA Inspection Services**

Matt Brown Inspection ISC Mod Increment II

The services of a State Certified Project Inspector are required to oversee, inspect and to verify construction of the Elementary Modernization Phase II Projects at Meadow Homes, Mt. Diablo and Rio Vista Elementary Schools in order to be in compliance with all DSA approved drawings, specifications and applicable codes and regulations. This is a Not to Exceed contract, with an hourly billing rate of \$130 per hour.

**Recommendation:** Move to approve Independent Service Contract (ISC) to Matthew C. Brown for Certified DSA Inspection Services

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Independent Service Contract (ISC) to Matthew C. Brown for Certified DSA Inspection 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  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.16 Review and Potential Approval of an Increase Purchase Order for Crown Worldwide Moving & Storage**

CO Crown Worldwide PO 250949

Crown Worldwide Moving & Storage as an open purchase order (PO) for moving services to support construction efforts. The current PO has been depleted and needs to be increased to finalize payment of outstanding invoices ensuring the continuity and compliance with financial obligations. There is no future work scheduled with this vendor within the current fiscal year.

**Recommendation:** Move to Approve to Increase Purchase Order for Crown Worldwide Moving & Storage

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to Approve to Increase Purchase Order for Crown Worldwide Moving & Storage'. 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  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.17 Review and Potential Approval to Increase the Purchase Order with Bel Air Mechanical, for Heating, Ventilation & Air Conditioning Service Calls (work orders) per RFP 1924**

CO Bel Air PO 250600

Bel Air Mechanical, Inc., has an open purchase order (PO) for Heating, Ventilation & Air Conditioning Repairs and Service Calls (work orders) for the 2024/2025 Fiscal Year to support necessary maintenance work. The PO was originally issued for \$114,500.00, increased to \$214,500.00 and now needs to be increased again. This existing open purchase order will be depleted soon due to the amount of work completed to support the District. An increase of \$100,000.00 is requested, to cover the needs of the 2024/2025 fiscal year. The request of \$100,000.00 will increase the PO for Bel Air Mechanical from \$214,500.00 to \$314,500.00. The District is receiving outside support from several HVAC Maintenance Contractors, including those on the approved HVAC Contractor Pool List per RFP 1924.

**Recommendation:** Move to approve to Increase the Purchase Order with Bel Air Mechanical, Inc., for Heating, Ventilation & Air Conditioning Service Calls (work orders) per RFP 1924.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve to Increase the Purchase Order with Bel Air Mechanical, Inc., for Heating, Ventilation & Air Conditioning Service Calls (work orders) per RFP 1924'. 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
Keisha Nzewi	Yes
Thomas McDougall	Yes

**15.18 Review and Potential Approval to replace (2) Swimming Pool Heaters at College Park High School with East Bay Pool**

CPHS Heaters Replacement 12-2024

There is a need to replace both Swimming Pool Heaters at College Park High School in order to ensure continued functionality, energy efficiency and student safety. A proposal for the work necessary to replace the (1) non working heaters as well (1) additional heater has been received. Staff seeks approval to move forward with the replacement work.

**Recommendation:** Move to approve the proposal to replace (2) Swimming Pool Heaters at College Park High School with East Bay Pool

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the proposal to replace (2) Swimming Pool Heaters at College Park High School with East Bay Pool'. 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
Keisha Nzewi	Yes
Thomas McDougall	Yes

**B) Purchasing**

**15.19 Review and Potential Ratification of Purchase Order Summary Report for December 2024**

Purchase Order Summary Report for December 2024 Technology Purchase Order Summary Report for December 2024

District staff is bringing forward Purchase Order (PO) Summary Report for the month of December 2024. This report shows the Purchase Orders for said month, including the amounts, vendors, and budgets used. The PO report is presented in accordance with Education Code Section 17604, and in an effort to be transparent in District

orders and contracts. This report includes all larger orders and service agreements previously submitted to the Board or individual approval. To continue our transparency with technology purchases, staff has also provided a breakout of computer/technology, and software purchases for December 2024. This total is included in the master Purchase Order Summary list.

**Recommendation:** Move to ratify Purchase Orders for the month of December 2024  
**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify Purchase Orders for the month of December 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

### **15.20 Review and Potential Ratification of Contracts and Amendments to Contracts Under \$25,000 for December 2024**

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

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

**Recommendation:** Move to ratify four Contracts and Amendments under \$25,000 for December, 2024

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to ratify four Contracts and Amendments under \$25,000 for December, 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

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

### **15.21 Review and Potential Approval of Service Agreement Amendment between Valant Medical Solutions, Inc. and Mt. Diablo Unified School District**

Valant Medical Solutions, Inc. will provide electronic health records for our Medi-Cal providers. The program will maintain a database that is compliant with current and upcoming state and federal regulations. The program will increase the efficiency of the clinicians and the billing staff in order to improve services to students. This increase includes a \$12,438.60 increase noted in the attached amendments for Student Services staff, as well as \$5,200 for additional customization as needed at a rate of \$200.00 as noted on page 10 of the original agreement.

**Recommendation:** Move to approve the service agreement amendment between Valant Medical Solutions Inc. and Mt. Diablo Unified School District.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the service agreement amendment between Valant Medical Solutions Inc. and Mt. Diablo Unified School District'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.22 Review and Potential Approval of Amendment to Increase to Master Contract with Sunrise Residential Treatment Center for the 2024/25 School Year**

Sunrise Residential Treatment Center is a California certified non-public residential school located in Washington, UT. Students are placed in the program due to challenges in accessing their education within less restrictive program options. Request for funds is to cover one student placement for the 2024/25 school year.

**Recommendation:** Move to approve amendment to increase master contract with Sunrise Residential Treatment Center for the 2024/25 school year as presented.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve amendment to increase master contract with Sunrise Residential Treatment Center for the 2024/25 school year as presented'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes  
Linda Mayo Yes  
Cherise Khaund Yes  
Keisha Nzewi Yes  
Thomas McDougall Yes

**15.23 Review and Potential Approval of the 2024-2025 Contract Amendment between Mt. Diablo Unified School District and Ed Theory LLC**

Master Contract, Insurance and Amendment #1 and 2.

EdTheory LLC is a non-public agency (NPA) that provides Registered Behavior Technicians, Behavior Therapists and and paraprofessionals for school-based services that are identified on Individual Education Plans (IEP's) and 504 Plans. When Mt. Diablo Unified School District is not able to fill all open positions with district employees, the use of contract agencies is necessary to ensure that we are in compliance with state and federal law that governs special education. EdTheory LLC is a company that is utilized to provide these services to ensure that all of our needed services are covered for the 2024-2025 school year. Mt. Diablo Unified School District Human Resources, Student Services and Special Education continues to recruit and hire district employees.

**Recommendation:** Move to approve the increase in the 2024-25 contract total between Mt. Diablo Unified School District and Ed Theory LLC.

**ORIGINAL - Motion**

Member **(Keisha Nzewi)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the increase in the 2024-25 contract total between Mt. Diablo Unified School District and Ed Theory 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  
Keisha Nzewi Yes

## 16.0 Consent Item Pulled for Discussion

## 17.0 Consent Item Pulled by Staff

## 18.0 Business/Action Items

### 18.1 Establish Board of Education Committee Assignments for 2025

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

**Recommendation:** Move to establish the 2025 Board Committee assignments.

#### **ORIGINAL - Motion**

Member **(Debra Mason)** Moved, Member **(Keisha Nzewi)** Seconded to approve the **ORIGINAL** motion 'Move to establish the 2025 Board Committee assignments'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason	Yes
Linda Mayo	Yes
Cherise Khaund	Yes
Keisha Nzewi	Yes
Thomas McDougall	Yes

## 19.0 Meeting Extension

## 20.0 Closed Session (Carry Over)

### 20.1 Items Not Completed During the First Closed Session will be Carried Over to this Closed Session

Items not completed during the first closed session will be carried over to this closed session as needed.

**Recommendation:** Reconvene a second closed session as needed.

## 21.0 Reconvene Open Session

### 21.1 Report Out Action Taken During Closed Session

Report out action taken during closed session.

**Recommendation:** Information.

## 22.0 Future Agenda Items

### 22.1 Requests May Be Presented for Consideration at a Future Board Meeting

**Recommendation:** Information

Vice President Khaund requested that staff continue discussions on immigration and to look for ways to strengthen Board Policies to protect all students.

## 23.0 Adjournment

President Mayo adjourned the meeting at 7:18pm

### **23.1 Adjourn Meeting**

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

**Recommendation:** Adjourn the meeting.