



Mt. Diablo Unified School District Governing Board

Approved - Board Meeting Minutes

REGULAR MEETING OF THE BOARD OF EDUCATION MT DIABLO UNIFIED SCHOOL DISTRICT Wednesday, September 13, 2023 (6:00 PM)

ROLL CALL

Debra Mason
Linda Mayo
Cherise Khaund
Erin McFerrin
Keisha Nzewi

1.0 Call to Order

President Nzewi called the meeting to order at 5:01pm

1.1 Call to Order

The Board President will call the meeting to order.

Recommendation: Call the meeting to order.

1.2 Conduct Roll Call

Recommendation: The Board President will conduct roll call.

2.0 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 Public Employee Performance Evaluation - Superintendent. Pursuant to Government Code §54957

Recommendation: Information.

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 reconvened at 5:02pm

5.1 Reconvene Open Session

The Board of Education will reconvene Open Session.

Recommendation: Reconvene Open Session.

6.0 Preliminary Business

6.1 Pledge of Allegiance

The Board President will lead the Pledge of Allegiance.

Recommendation: Lead the Pledge of Allegiance.

6.2 Review and Potential Approval of Minutes for Regular Board Meeting

Board Meeting Minutes August 16, 2023 Board Meeting Minutes August 23, 2023
Minutes have been prepared for the board meetings held on August 16, 2023 and August 23, 2023.

Recommendation: Move to approve the minutes for the Regular Board Meeting board meetings on August 16, 2023 and August 23, 2023.

ORIGINAL - Motion

Member **(Cherise Khaund)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve the minutes for the Regular Board Meeting board meetings on August 16, 2023 and August 23, 2023'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

6.3 Review and Potential Approval of the Agenda

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

Recommendation: Move to approve the agenda.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Linda Mayo**) Seconded to approve the **ORIGINAL** motion 'Move to approve the agenda'. 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 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.

No information received.

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

Recommendation: Information.

The Governing Board received information.

8.0 Public Comment

8.1 Public Comment: The Public May Address the Board Regarding any Item Not on the Agenda.

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.

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 23/24-9 Proclaiming September 15, 2023 - October 15, 2023 as Hispanic Heritage Month

The California State Board of Education recognizes in its Multicultural Education Policy that each student needs an opportunity to understand all people. Mt. Diablo Unified School District proclaims September 15, 2023 through October 15, 2023 as Hispanic Heritage Month.

Recommendation: Move to approve Resolution 23/24-9 proclaiming September 15, 2023 through October 15, 2023 as Hispanic Heritage Month.

Student Board Member Susana Barrios made the motion

ORIGINAL - Motion

Member **(Keisha Nzewi)** Moved, Member **(Cherise Khaund)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-9 proclaiming September 15, 2023 through October 15, 2023 as Hispanic Heritage 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

10.2 Review and Potential Approval of Resolution 23/24 - 10 Adopting the District's 2023-24 Appropriations Limit Calculation (Gann Limit)

Resolution 23/24-10 (Gann Limit) 2022-23 Unaudited Actuals

The Gann Limit is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation. Established in 1979 following the enactment of Proposition 13 and subsequently amended by Proposition 111, the Gann Limit has become a largely pro forma calculation that no longer constrains governmental expenditures. Current law (Education Code section 42132) requires that the governing board of each school district adopt a resolution to identify the appropriations limit for the district for the preceding fiscal year. School agencies complete these calculations to identify how much state aid counts toward the local agency's Gann Limit, so that the State of California knows how much state aid counts toward its own Gann Limit. Mt. Diablo Unified is within out limit.

Recommendation: Move to approve Resolution 23/24-10 adopting the 2022-23 appropriation limit calculation (Gann Limit).

ORIGINAL - Motion

Member **(Erin McFerrin)** Moved, Member **(Debra Mason)** Seconded to approve the **ORIGINAL** motion 'Move to approve Resolution 23/24-10 adopting the 2022-23 appropriation limit calculation (Gann Limit)'. 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 23/24-11 Designating Certain General Funds as Committed Fund Balance

Resolution 23/24-11

Board policy 3100 provides for the classification of fund balances in the general fund in compliance with Governmental Accounting Standards Board (GASB). Once the committed fund-balance constraints are imposed, revisions need to be approved in the same manner as originally made. In addition to the Commitments approved by the Governing Board at the June 28, 2023 board meeting, these are being brought forth for board approval.

Recommendation: Move to Approve Resolution 23/24-11 Designating Certain General Funds as Committed Fund Balance.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to Approve Resolution 23/24-11 Designating Certain General Funds as Committed Fund Balance'. 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 Board Member Reports

11.1 Board Member Reports

Board Members may choose to report out their activities.

Recommendation: Information.

12.0 Superintendent's Report

12.1 Superintendent's Report

The Superintendent may choose to report out on activities.

Recommendation: Information.

13.0 Consent Agenda

13.1 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 **(Erin McFerrin)** 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

13.2 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 **(Erin McFerrin)** 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

13.3 Review and Potential Approval of the Recommended Action for Classified Personnel

Information for 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 **(Erin McFerrin)** 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

13.4 Review and Potential Approval of Revised Human Resources Coordinator Job Description

Revised Job Description

In order to improve the processes and workflows within HR and between departments, we are revising the job description of this role.

Recommendation: Move to approve the revised Human Resources Coordinator job description.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the revised Human Resources Coordinator job description'. 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

13.5 Review and Potential Approval of the JFK School of Counseling at National University Independent Service Contract 2023-24

NU-JFK School Counseling Interns and Mt. Diablo Unified School District-Affiliation Agreement 2023-24 Mt. Diablo Unified-National University Certificate of Insurance (COI) NU W-9 NU

The John F. Kennedy (JFK) School of Psychology through National University plans to provide up to five days of a Counseling Interns to provide behavioral counseling services at designated Pleasant Hill schools. Participating schools could include Gregory Gardens Elementary, Strandwood Elementary, Valhalla Elementary, Pleasant Hill Middle, Sequoia Middle, Valley View Middle, and College Park High School under the supervision of JFK National University and school counselor supervisor. The total number of days is dependent on available interns. MDUSD has partnered with JFK for the past 20 years to expand counseling services and supports for youth. These services will be funded through the Michael J. Harris Endowment Fund through JFK University. There is no charge to the District.

Recommendation: Move to approve the approval of the JFK School of Counseling at National University Independent Service Contract 2023-24

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the approval of the JFK School of Counseling at National University Independent Service Contract 2023-24'. 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

13.6 Review and Potential Approval of the 2023-2024 Adult Education CDE Approved A-22 Course List, Adult Education Community-Based Lifelong Education Program Courses and Classes, and the Adult Education CTEC COE Approved Programs and Courses

CDE Approval Letter CTEC List of Courses Lifelong Education List of Classes Mt. Diablo Adult Education (MDAE) requests review and approval by the MDUSD Governing Board of Trustees of its proposed 2023-2024 school-year Adult Education list of programs and classes, known as the A-22 Course List, approved by the California Department of Education (CDE) on August 21, 2023, and the MDAE Lifelong Education fee-based Community Education Program list of classes. Finally, also for MDUSD Governing Board review and potential approval, attached is the Career Technical Education Center (CTEC) Occupational Training Programs list, approved by the Council on Occupational Education (COE) Commission for the nationally-accredited CTEC programs and courses of MDAE.

Recommendation: Move to approve the 2023-2024 Adult Education CDE approved A-22 Course List, Adult Education Community-Based Lifelong Education Program courses and classes, and the Adult Education CTEC COE approved programs and courses.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the 2023-2024 Adult Education CDE approved A-22 Course List, Adult Education Community-Based Lifelong Education Program courses and classes, and the Adult Education CTEC COE approved programs and courses'. 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

13.7 Review and Potential Approval of Out of State Travel for Two (2) Equity Department Counselors to Attend the International Institute for Restorative Practices (IIRP) 2023 World Conference

Partnerships & MTSS Department is requesting approval for two equity counselors for travel to Detroit, Michigan, on October 1-4, 2023 to attend the IIRP World Conference. Counselors will be participating in this professional development designed with Building Thriving Communities by learning a radical approach through restorative practices.

Recommendation: Move to approve the out of state travel for two Equity counselors to attend the IIRP World Conference to participate in the professional development designed with Building Thriving Communities by learning a radical approach through restorative practices.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state travel for two Equity counselors to attend the IIRP World Conference to participate in the professional development designed with Building Thriving Communities by learning a radical approach through restorative practices'. 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

13.8 CARES Expanded Learning Program Partnership with ProSolve LLC for School Year 2023-2024 "QUEST Afterschool Club Experience"

CARES Expanded Learning Program Partnership with "QUEST School Year Experience" 2023-2024 Summary 23-24 ISC ProSolve Quote Number for ProSolve

Review and Potential approval to purchase the QUEST Afterschool Club Experience (<https://www.questboxes.com/>) modules from ProSolve LLC to support and enrich the school year program at all 21 CARES TK-8 schools. QUEST is a highly engaging classroom experience that focuses on developing students' critical thinking, creativity, communication, and collaboration and has been proven to increase engagement, strengthen emotional intelligence and build soft skills needed for college, career and life. QUEST School Year Experience will provide in-person professional development throughout the school year. Two days in September/October and two days in January/February, as well as ongoing virtual support and program management.

QUEST School Year Experience includes Facilitator online access to the digital interface, online teacher portal and implementation tutorial videos, online curriculum guides and rulebooks, online SEL resources, all inclusive QUEST game box, teacher resource kit, student consumables, and seven episode boxes per season with over 200 unique game items. The total purchase price for QUEST School Year Experience for 2,500 students across 21 sites is \$187,163.75.

Recommendation: Move to approve the purchase of QUEST School Year Experience from ProSolve LLC for the CARES Expanded Learning 2023-2024 Program

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the purchase of QUEST School Year Experience from ProSolve LLC for the CARES Expanded Learning 2023-2024 Program'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

Keisha Nzewi Yes

13.9 Review and Potential Approval Contract with ESGI

To address several areas of concern highlighted in the Systemic Instructional Review (SIR) and CCEIS reports, staff is presenting a contract for ESGI to address the assessment and monitoring needs of students in only grades TK and K. The licenses will support the standardized use of data to drive cycles of improvement throughout the District, holding itself accountable to the improvement of student outcomes, particularly for Foster Youth, African American students, and students experiencing homelessness. These licenses will support multiple measures to address consistent use and understanding of student progress data across the district. Principal and site leadership teams will use common data analysis protocols to monitor student success in literacy and math in grades TK and K which will be shared with the Board as a performance metric on a regular basis.

Recommendation: Move to Approve the annual contract with ESGI software licenses for 2023-2024.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the annual contract with ESGI software licenses for 2023-2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

13.10 Review and Potential Approval of an Overnight Field Trip for Concord High School's Instrumental Music Students.

Concord High School is requesting permission for an overnight field trip for 92 instrumental music students and 7 chaperones to travel to Anaheim, Ca, and participate in a performance at Disneyland. The performance will take place on April 18-21, 2024. The group will travel by charter buses and stay at local hotels.

Recommendation: Move to approve Concord High School's trip to Anaheim, CA on April 18-21, 2024.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve Concord High School's trip to Anaheim, CA on April 18-21, 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

13.11 Review and Potential Approval of the Purchase of World Language Workbooks through Carnegie Learning for 3 years

In 2022, the Board approved Carnegie-published textbooks for World Language classes: Spanish 1, 2, and 3; French 1, 2, and 3; German 1, 2, and 3; and Spanish for Spanish Speakers. Workbooks were included in the purchase of those textbooks for the first year. Based on teacher feedback, we are requesting approval for a 3-year purchase of the accompanying workbooks for these adopted core materials.

Recommendation: Move to approve the the purchase of World Language workbooks through Carnegie Learning for 3 years.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the the purchase of World Language workbooks through Carnegie Learning for 3 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
Keisha Nzewi Yes

13.12 Review and Potential Approval of Purchase of Additional Textbooks and Instructional Materials through Superior Text

In order to achieve sufficiency in core-adopted textbooks and materials, additional copies of textbooks and materials were ordered through Superior Text, which provides new and quality pre-owned books.

Recommendation: Move to approve the purchase of additional textbooks and instructional supplies from Superior Text

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the purchase of additional textbooks and instructional supplies from Superior Text'. 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

13.13 Review and Potential Approval of College Board Framework-Aligned Materials for Advanced Placement European History Course

In June 2023, the Board approved Western Civilization Spielvogel 11th Edition [SSBH, 2021] 9780357362976 / 0357362977 as the approved text for the AP European History course. After further research, we have determined that although this is the newest edition of the text, the 10th edition, Western Civilization Since 1300 Enhanced AP Edition, Spielvogel 10th Edition [K12, 2021] 9780357491775 / 0357491777, Volume 2, is the more appropriate text for the course. The 10th edition is more specifically aligned with the AP course and College Board framework. We are requesting that the board approve the 10th edition textbook as the approved text for this course. This adoption will include digital access to the textbook and supporting materials.

Recommendation: Move to approve the College Board framework-aligned materials for Advanced Placement European History.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the College Board framework-aligned materials for Advanced Placement European 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

13.14 Review and Potential Approval of Consolidated Application and Reporting (CARS) Application for Federal Funding for Title I, Title II, Title III, and Title IV for 2023-2024.

Each year, school districts must approve and submit to the California Department of Education the Consolidated Application and Reporting (CARS) document to apply for Every Student Succeeds Act (ESSA) federal funds. Mt. Diablo Unified is applying for Title I: Part A, Title II: Part A, Title III: English Learner, and Title IV: Part A funds. This application must be presented to the District English Learner Advisory Committee for review and input.

Recommendation: Move to approve the Consolidated Application and Reporting (CARS) application for federal funding for Title I, Title II, Title III, and Title IV for 2023-24.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Consolidated Application and Reporting (CARS) application for federal funding for Title I, Title II, Title III, and Title IV for 2023-24'. 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

13.15 Review and Potential Approval of Overnight Field Trips for Northgate High School.

Northgate High School's Boys and Girls Wrestling Teams, their coaches and chaperones will be traveling for overnight tournaments and will be staying in local hotels on the following dates: Varsity Boys and Girls Wrestling Team 2/21-24/2024 in Bakersfield, Ca. Junior Varsity, and Varsity Girls Wrestling Teams 1/11-15/2024 in Santa Ana, Ca. Junior Varsity Boys Wrestling Team 1/12-15/2024 in Santa Ana Ca. Varsity Boys Wrestling Team 2/15-17/2024 in Union City, Ca. Varsity Boys Wrestling Team 1/12-15-2024 in Santa Ana, Ca. The groups will be carpooling with approved drivers.

Recommendation: Move to approve overnight field trips for Northgate High School's boys and girls wrestling teams to various locations.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve overnight field trips for Northgate High School's boys and girls wrestling teams to various locations'. 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

13.16 Review and Potential Approval of Lakeshore Order for Transitional Kindergartens

Seeking approval of the Lakeshore Order of \$48,461.21. This order will provide a fully loaded Mobile STEM Station to each of our 35 TK classrooms. Cart was specially designed for TK in mind. From Engineering roller coasters and experimenting with magnets to setting off giant chain reactions, children can explore tons of different

STEM concept with this unit. Seeking board approval as we've spent over \$25,000 with this vendor.

Recommendation: Move to approve the purchase order with Lakeshore to provide STEM carts for our TK classrooms.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the purchase order with Lakeshore to provide STEM carts for our TK classrooms'. 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

13.17 Review and Potential Approval of an Out of State Conference and Travel Expenses for a Teacher at Northgate High School.

Northgate High School is requesting approval for a teacher to attend the National Dance Educator Organization Professional Development weekend in Denver, Colorado. The conference takes place from September 28-October 1, 2023.

Recommendation: Move to approve the National Dance Educator Organization Professional Development weekend for Northgate High School's teacher.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the National Dance Educator Organization Professional Development weekend for Northgate High School's 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

A) Fiscal

13.18 Review and Potential Approval of Out of State Travel for Fiscal Department Management and one IT Staff Member to Attend School National Users' Group (SNUG) 2023 Conference.

Fiscal Department is requesting the approval for five managers to travel to Philadelphia, PA, on October 9-12, 2023 to attend the SNUG Conference. Managers will be participating in gaining the information shared among school districts using PowerSchool software.

Recommendation: Move to approve the out of state travel for managers to attend the SNUG Conference to improve knowledge of the robust products offered by PowerSchool.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the out of state travel for managers to attend the SNUG Conference to improve knowledge of the robust products offered by PowerSchool'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

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

B) Food and Nutrition Services

13.19 Review and Potential Approval of Increase in Adult Meal Prices for the 2023-24 School Year

<https://www.cde.ca.gov/ls/nu/sn/mbsnp042021.asp>

In accordance with USDA FNS instruction, the price of an adult meal must fully cover all costs including USDA Foods fair market value. Therefore, Food and Nutrition Services must increase adult meal prices at all schools from \$2.85 to \$3.75 for Breakfast and \$4.25 to \$5.75 for Lunch effective October 1, 2023. Adult meal prices have not been increased for the past 6 years. The total fiscal impact is expected to be approximately \$1265 in revenue.

Recommendation: Move to approve the increase in adult meal prices from \$2.85/breakfast to \$3.75/breakfast and from \$4.25/lunch to \$5.75/lunch beginning October 1, 2023.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the increase in adult meal prices from \$2.85/breakfast to \$3.75/breakfast and from \$4.25/lunch to \$5.75/lunch beginning October 1, 2023'. 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

13.20 Review and Potential Approval of Requisition Number R137052 and Requisition Number R137076 for the Purchase of Food Service equipment from Chef Toys.

Food Services is seeking approval for two requisitions for the purchase of equipment for school kitchens including milk coolers, reach-in refrigerators, reach-in freezers, and proofers/warmers for use at various sites and as back-up loaners for Maintenance and Operations.

Recommendation: Move to approve Requisition R137052 in the amount of \$26,229.16 and Requisition R137076 in the amount of \$33,347.49 for the purchase of various food service equipment.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve Requisition R137052 in the amount of \$26,229.16 and Requisition R137076 in the amount of \$33,347.49 for the purchase of various food service equipment'. 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) Maintenance and Operations

13.21 Review and Potential Ratification of Gas Line Repair for Concord High School per California Public Contract Code § 20113 to Roto-Rooter

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

Recommendation: Move to ratify the gas line repair for Concord High School per California Public Contract Code § 20113 to Roto-Rooter

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to ratify the gas line repair for Concord High School per California Public Contract Code § 20113 to Roto-Rooter'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Debra Mason Yes

Linda Mayo Yes

Cherise Khaund Yes

Erin McFerrin Yes

Keisha Nzewi Yes

13.22 Review and Potential Approval of a Three-Year Lease Contract Addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the Lease of Two (2) Classroom Buildings at Bancroft Elementary School

Bancroft Contract #210029621 Mobile Mod

On January 27, 2020, the Board approved a 36-month lease for two classroom housing units; (1) standard DSA-approved classroom housing unit (24x40) and one (1) non-standard DSA-approved classroom housing unit (36x40) at Bancroft Elementary School. At this time, the District desires to extend the lease agreement for both classroom buildings thru June 30, 2026. Per current DSA guidelines, the District must request authorization for the buildings to remain on site additional years. To accommodate site needs, Staff has negotiated a 36-month Contract Addendum, dated August 9, 2023 to continue leasing the two units, Buildings ID # 41748 and # 41772 located at Bancroft Elementary School.

Recommendation: Move to approve the thirty-six month lease contract addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the classroom buildings at Bancroft Elementary School.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the thirty-six month lease contract addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the classroom buildings at Bancroft 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

Erin McFerrin Yes

Keisha Nzewi Yes

13.23 Review and Potential Approval of a Three-Year Lease Contract Addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the Lease of Two (2) Classroom Buildings at Bel Air Elementary School

Bel Air Contract #210030659 Mobile Mod

On January 27, 2020 the Board approved a 36-month lease for two (2) standard DSA-approved classroom housing units (24x40) at Bel Air Elementary School. At this time, the District desires to extend the lease agreement for both classroom buildings thru June 30, 2026. Per current DSA guidelines, the District must request authorization for the buildings to remain on site additional years. To accommodate site needs, Staff has negotiated a 36-Month Contract Addendum, dated August 9, 2023, to continue leasing the two units, Buildings ID # 30905 and # 45136 located at Bel Air Elementary School.

Recommendation: Move to approve the twelve month lease contract addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the classroom buildings at Bel Air Elementary School.

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve the twelve month lease contract addendum with McGrath Corporation, dba Mobile Modular Management Corporation, for the classroom buildings at Bel Air 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

Erin McFerrin Yes

Keisha Nzewi Yes

13.24 Review and Potential Approval of Amendment #1 for the Custodial Master Plan Development with Core America

Core American ISC Amendment #1 9.13.23

On June 22, 2022, the Board of Education approved the Independent Service Contract for the Custodial Master Plan Development with Core America. The proposed contract amendment will increase the scope to include additional hours for developing and editing the master plan based on staff input, training for custodial supervisory staff, reviewing of Standard Operating Procedures and assessment tool, as well as to include (3) additional onsite visits to ensure the successful deployment of the Custodial Master Plan.

Recommendation: Move to approve Amendment #1 for the Custodial Master Plan Development with Core America

ORIGINAL - Motion

Member (**Debra Mason**) Moved, Member (**Erin McFerrin**) Seconded to approve the **ORIGINAL** motion 'Move to approve Amendment #1 for the Custodial Master Plan Development with Core America'. 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

13.25 Review and Potential Approval of the Issuance of the Notice of Completion for Bid #1931/C1931 for the 2023 Summer Painting Project, Package #1 for Glenbrook Academy

Bid #1931/C1931 - Completion Memo Bid #1931/C1931 - Notice of Completion
On May 10, 2023, the Board awarded Bid #1931 to George E. Masker, Inc., for the 2023 Summer Painting Project, Package #1 for Glenbrook Academy. The contractor has completed all work under Bid #1931/C1931 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$176,000 Final Contract Value: \$176,000

Recommendation: Move to approve the Issuance of the Notice of Completion for Bid #1931/C1931 for the 2023 Summer Painting Project, Package #1 for Glenbrook Academy

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion for Bid #1931/C1931 for the 2023 Summer Painting Project, Package #1 for Glenbrook Academy'. 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

13.26 Review and Potential Approval of the Issuance of the Notice of Completion for Bid #1932/C1932 for the 2023 Summer Painting Project, Package #2 for Olympic and Crossroads High Schools

Bid #1932/C1932 - Completion Memo Bid #1932/C1932 - Notice of Completion
On May 10, 2023, the Board awarded Bid #1932 to George E. Masker, Inc., for 2023 Summer Painting Project, Package #2 for Olympic and Crossroads High Schools. The contractor has completed all work under Bid #1932/C1932 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$232,000 Final Contract Value: \$232,000

Recommendation: Move to approve the Issuance of the Notice of Completion for Bid #1932/C1932 for the 2023 Summer Painting Project, Package #2 for Olympic and Crossroads High Schools

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion for Bid #1932/C1932 for the 2023 Summer Painting Project, Package #2 for Olympic and Crossroads High 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

13.27 Review and Potential Approval of the Issuance of the Notice of Completion for Bid 1933/C1933 for the 2023 Summer Painting Project, Package #3 for Walnut Acres, Woodside, and Silverwood Elementary Schools

Bid #1933/C1933 - Completion Memo Bid #1933/C1933 - Notice of Completion

On May 10, 2023, the Board awarded Bid #1933 to D&D Painting, Co., for 2023 Summer Painting Project, Package #3 for Walnut Acres, Woodside, and Silverwood Elementary Schools. The contractor has completed all work under Bid #1933/C1933 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$315,000 Final Contract Value: \$264,000 Savings of: \$ 51,000

Recommendation: Move to approve the Issuance of the Notice of Completion for Bid #1933/C1933 for the 2023 Summer Painting Project, Package #3 for Walnut Acres, Woodside, and Silverwood Elementary Schools

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion for Bid #1933/C1933 for the 2023 Summer Painting Project, Package #3 for Walnut Acres, Woodside, and Silverwood Elementary 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

13.28 Review and Potential Approval of the Issuance of the Notice of Completion for Bid #1934/C1934 for the 2023 Summer Painting Project, Package #4 for Ayers and Delta View Elementary Schools

Bid #1934/C1934 - Completion Memo Bid #1934/C1934 - Notice of Completion
On May 10, 2023, the Board awarded Bid #1934 to George E. Masker, Inc., for 2023 Summer Painting Project, Package #4 for Ayers and Delta View Elementary Schools. The contractor has completed all work under Bid #1934/C1934 and the District is requesting approval of issuance of Notice of Completion to be filed with the County. Original Contract Value: \$208,000 Final Contract Value: \$208,000

Recommendation: Move to approve the Issuance of the Notice of Completion for Bid #1934/C1934 for the 2023 Summer Painting Project, Package #4 for Ayers and Delta View Elementary Schools

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve the Issuance of the Notice of Completion for Bid #1934/C1934 for the 2023 Summer Painting Project, Package #4 for Ayers and Delta View Elementary 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

D) Purchasing

13.29 Review and Potential Approval Purchase Order Summary Report for August 2023

Purchase Order Summary Report for August 2023 Technology Purchase Order Summary Report for August 2023

District staff is bringing forward Purchase Order (PO) Summary Report for the month of August 2023. 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 smaller contracts under \$25,000. This report will also include 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 August 2023. This total is included in the master Purchase Order Summary list.

Recommendation: Move to approve Purchase Orders for the month of August 2023

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve Purchase Orders for the month of August 2023'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

E) Special Education and Student Services

13.30 Review and Potential Approval of Master Contract with Building Connections Academy for the 2023/24 School Year

Building Connections Academy is a California certified non-public school located in Concord, CA. Requested funds are to cover anticipated student placements for the 2023/24 school year. Services are provided according to the terms of students' individual education programs and individual service agreements.

Recommendation: Move to approve master contract with Building Connections Academy for the 2023/24 school year.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to approve master contract with Building Connections Academy for the 2023/24 school year'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

F) Transportation

13.31 Review and Potential Approval of the Supplemental Student Transportation with HopSkipDrive, Inc., for July 1, 2023 - June 30, 2024

HopSkipDrive, Inc. (Contractor) will furnish the District with the required number of appropriately licensed/permitted vehicles, administrative and support staff, facilities, special equipment and supplies for transporting special education students to and from school sites within surrounding areas, at such times and places as assigned by the District. The contractor will also provide transportation to and from student related services and other school activities as specified in students' IEPs. This is a month-to-month purchase order issued to HopSkipDrive, Inc. for the period July 1, 2023 - June 30, 2024

Recommendation: Move to Approve the supplemental student transportation month-to-month purchase order and Independent Service Contract with HopSkipDrive, Inc., for July 1, 2023 – June 30, 2024.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Erin McFerrin)** Seconded to approve the **ORIGINAL** motion 'Move to Approve the supplemental student transportation month-to-month purchase order and Independent Service Contract with HopSkipDrive, Inc., for July 1, 2023 – June 30, 2024'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

14.0 Consent Items Pulled for Discussion

15.0 Consent Items Pulled by Staff

16.0 Business/Action Items

16.1 Review and Potential Approval of Certification of the District's 2022-23 Unaudited Actuals Financial Report

Unaudited Actuals 2022-23 Unaudited Actuals Presentation 2022-23

Per Education Code 42100(a), the governing board of each school district shall approve an annual statement of all receipts and expenditures of the district for the preceding fiscal year. The unaudited actuals financial report represents the financial position and results of operations of the Mt. Diablo Unified School District for the fiscal year of 2022-23.

Recommendation: Move to approve certification of the Mt. Diablo Unified School District's 2022-23 Unaudited Actuals Financial Report.

ORIGINAL - Motion

Member **(Debra Mason)** Moved, Member **(Linda Mayo)** Seconded to approve the **ORIGINAL** motion 'Move to approve certification of the Mt. Diablo Unified School District's 2022-23 Unaudited Actuals Financial Report'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

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

16.2 Review of Changes to Board Policies 6159.2, 6174, and Administrative Regulation 6174

Staff continues to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes or internal policy changes. These revisions are being presented for information due to recent changes in Education Code and will be brought back later for approval.

Recommendation: For information only

16.3 Review of new Board Policy 6173.4: Education for American Indian Students replacing Board Policy 6173.4: Title IV Indian Education Program

Staff continues to review Board Policies (BP) and Administrative Regulations (AR) for revision in order to adapt to state or federal code changes or internal policy changes. Mt. Diablo does not currently have a Board Policy 6173.4. approved titled, "Education For American Indian Students." At a later date, due to the significant number of changes to state and federal law, new Administrative Regulations for 6173.4 will be brought forward for review and approval.

Recommendation: For information only

17.0 Meeting Extension

18.0 Closed Session (Carry Over)

18.1 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.

19.0 Reconvene Open Session

19.1 Report Out Action Taken During Closed Session

Report out action taken during closed session.

Recommendation: Information.

20.0 Future Agenda Items

20.1 Future Agenda Items

Future agenda items may be discussed at this time.

Recommendation: Information.

Trustee McFerrin asked to hear information on how Health Education for students in the District is handled.

21.0 Adjournment

The president adjourned the meeting at 7:58 pm

21.1 Adjourn Meeting

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

Recommendation: Adjourn the meeting.