

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**MT. DIABLO UNIFIED SCHOOL DISTRICT**  
**Monday, October 10, 2016 (5:30 p.m./7:00 p.m.)**

**CALL TO ORDER**

President Hansen called the meeting to order at 5:30 p.m., with all members present except Brian Lawrence.

**PUBLIC COMMENT**

There was no Public Comment.

**CLOSED SESSION AGENDA**

**3.1 (Item #1) Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to EERA (Govt. Code Section 3549.1) Agency negotiators: Leyla Benson; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856**

**3.2 (Item #2) Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: 3 cases**

**3.3 (Item #3) Business Services Departmental Reorganization**

**3.4 (Item #4) Discipline, Dismissal or Release of Public Employee (Gov. Code Sec. 54957(b)(1))**

**ADJOURN TO CLOSED SESSION AT 5:30 P.M.**

The Board of Education retired to Closed Session at 5:37 p.m.

**RECONVENE OPEN SESSION AT 7:00 P.M.**

**PRELIMINARY BUSINESS**

President Hansen led the Pledge of Allegiance and conducted Roll Call with all Board members present. Student representative, Aasim Yahya, Concord High School, was introduced and welcomed to the dais by President Hansen.

**REPORT OUT ACTION TAKEN IN CLOSED SESSION**

**7.1 (Item #1) Negotiations - The Board may discuss negotiations or provide direction to its representatives regarding represented employees, pursuant to EERA (Govt. Code Section 3549.1) Agency negotiators: Leyla Benson; Agencies: MDEA, DMA, MDSPA, CSEA, CST Local 1 and Teamsters Local 856**

The Board discussed negotiations with bargaining representatives.

**7.2 (Item #2) Anticipated Litigation - Conference with Legal Counsel pursuant to Gov't. Code Sec. 54956.9(b), Significant Exposure to Litigation: 3 cases**

In one case of anticipated litigation, the Board voted 5-0-0 to take action. The Board received information on the remaining two cases.

**7.3 (Item #3) Business Services Departmental Reorganization**

The Board had a conversation about the reorganization of the Business Services Department.

**7.4 (Item #4) Discipline, Dismissal or Release of Public Employee (Gov. Code Sec. 54957(b)(1))**

The Board received information from staff.

**PUBLIC COMMENT**

Robert Gonsalves, community member living on Myrtle Drive near Ayers Elementary, shared his concerns about traffic during drop off and pick up times.

Roy Castagnetto, community member living next to Ayers Elementary, also voiced his concerns about traffic and requested the Board agendaize increased traffic at Ayers for discussion.

Michael Langley shared his views on the importance of additional Elementary School Librarians and Instructional Media Assistant 1 (IMA1) staff.

George Fulmore spoke about Prop 58 as it relates to educating English learners. He commented on low test scores at Oak Grove Middle School, a school with a high English learner population, as compared to Foothill Middle School.

**COMMUNICATIONS**

There were no District organization representatives wishing to speak.

**RECOGNITIONS AND RESOLUTIONS**

**10.1 Proclamation of October 23-31, 2016 as "Red Ribbon Week"**

Proclaim October 23-31, 2016 as "Red Ribbon Week" in the Mt. Diablo Unified School District.

Oaks moved, Mason seconded, and the Board voted 5-0-0 to approve October 23-31, 2016, as "Red Ribbon Week" in the Mt. Diablo Unified School District.

**10.2 Resolution No. 16-17-16: Anti-Bullying Awareness Month**

October 2016, is National Anti-Bullying Awareness Month. The goal is to encourage communities to work together to stop bullying and cyber-bullying by increasing awareness of the problem, and the impact of bullying on all children, of all ages. The more awareness that is created during the month of October, and all year round, is one step closer to putting an end to bullying.

Mason moved, Mayo seconded, and the Board voted 5-0-0 to approve the Board of Education adopt Resolution No. 16-17-16 declaring October Anti-Bullying Awareness Month.

## **PUBLIC EMPLOYEE APPOINTMENT**

### **11.1 PULLED BY STAFF: Appointment of Elementary Principal, Sequoia Elementary School**

#### **11.2 Classified Personnel: Appointment of Assistant Construction Manager**

A candidate has been selected to fill the temporary position of Assistant Construction Manager. Employment for this position will end December 30, 2016.

Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve the appointment of Armida Polo to the position of temporary Assistant Construction Manager.

#### **BOARD MEMBER REPORTS**

President Hansen invited the student representative to give a report. Aasim Yahya reported on activities at Concord High School.

Mrs. Mayo shared she recently attended the Family Science Night at Bancroft Elementary and thanked all partners involved to achieve that night. On September 28<sup>th</sup>, she attended Back to School Night at Oak Grove Middle School, where the Multi-Use room was filled and parents mingled outside listening to the principal's address. Oak Grove's theme is Commitment to Excellence and their motto is 'incredible is inevitable'. Mrs. Mayo noted she visited 20 different classrooms where she enjoyed observing students introduce their parents to their teachers.

On September 29<sup>th</sup>, Mrs. Mayo shared she attended the Contra Costa Community College District State of the District meeting. Also on September 29<sup>th</sup>, she attended the California School Boards Association Contra Costa County meeting for Board trustees and superintendents throughout the county, where all heard a presentation by Dr. Pam Comfort.

Mrs. Mayo noted that once again this year, she attended the EdSource Symposium, an annual education conference which has been conducted for many years. Mrs. Mayo stated that those interested in viewing the presentation can do so by going to <http://symposium.edsource.org/>. She shared highlights of the topics presented by numerous speakers at the symposium.

Mrs. Oaks did not give a report.

Mrs. Mason shared that she recently spent two days training in finance and student achievement & policies in order to be an effective Board member.

Mr. Lawrence suggested that the Board consider trustees be elected by geographical area and noted that Mrs. Mason is the first trustee in a long time to represent the Bay Point community. He suggested another way to ensure each area of the District has representation would be to assign each trustee a high school and feeder pattern area. Mr. Lawrence shared that based on the number of signs in his neighborhood in support of a Northgate District, if a vote were conducted, it would pass.

Ms. Hansen shared she recently attended the Contra Costa Community College District State of the District meeting. She noted it was nice to see Mt. Diablo Unified highlighted for the Middle College Program. On September 29<sup>th</sup>, Ms. Hansen shared she attended the Holbrook Elementary Kick-Off

meeting with the community where they celebrated the Board approval of reopening Holbrook. Ms. Hansen commended facility staff for the transformation of the Multi-Use Room from a storage room to a fully functional gathering place. Lastly, Ms. Hansen acknowledged community members in the City of Clayton who have donated fundraised money to make improvements to the field at Mt. Diablo Elementary School.

### **SUPERINTENDENT'S REPORT**

Dr. Meyer shared she attended the Family Science Night at Bancroft Elementary, where students from Northgate High School volunteered for the evening. Dr. Meyer noted that many organizations participated in the event including Lawrence Livermore Labs. She shared that a Pleasant Hill parent intends to replicate the Science Night at his child's school.

Dr. Meyer shared slides of the Contra Costa Community College District State of the District meeting where their highlight was the MDUSD College Now Program. Students from all MDUSD high schools have been accepted into this dual credit program. She noted it was interesting to hear students share the reason(s) they chose to enroll in the College Now Program.

Dr. Meyer spoke about the Holbrook Community Kick-Off held on September 29<sup>th</sup>. She shared that over the past year, a series of meetings have been conducted with community members which included brainstorming the focus and programs for the school. She shared engagement with community is wonderful and the community appears enthusiastic about the plans for the campus. Additionally, those providing input included parents of infants, a teacher who would like to teach at Holbrook and various administrators.

Dr. Meyer shared details of a visit from a delegation of teachers and their principal from China during the first week of October, 2016. The delegation visited Concord High School and Wren Elementary where they were presented with Wren Viking t-shirts. Delegation teachers shared that students in China seem more nervous and that the Kindergarteners they observed at Wren seem very relaxed.

Dr. Meyer noted that the East Bay Times published a story on October 10, 2016, on the District PBIS (Positive Behavior and Intervention Support) Program. The reporter visited Ygnacio Valley High School and Wren Elementary School and interviewed students and the principals.

Dr. Meyer noted that also on October 10<sup>th</sup>, staff in-service training was conducted throughout the District. She shared a picture of community liaisons attending parent engagement training at Sequoia Middle School, where they discussed engaging with one another, in the front offices, with school site staff, and community to have meaningful engagement which supports student achievement. Middle school teachers met at Riverview Middle School, where they heard an inspiring keynote speaker then broke out into workshops. High Schools teachers met by departments at various high schools throughout the District, and at Willow Creek Center, counselors, Special Education teachers, and English learner teachers met with their peers.

Dr. Meyer shared that since the last Board meeting, there have been two community service days in the Pleasant Hill and Northgate communities where trees were planted and clean up was done. High school students participating earned service hours which will go on their college applications.

Lastly, Dr. Meyer showed a video clip of a teacher and several of her students...the clip showed students' reactions when the teacher shared with them their positive attributes and explained why the students were the reason she came to work each day.

## **REPORTS/INFORMATION**

### **14.1 Report on Chronic Absenteeism**

MDUSD has just completed September as Attendance Awareness Month. Staff will present on the reduction in chronic absenteeism and comparative data from 2015-2016.

Linda Pete, Assistant Director of Student Services, described the factors used to determine chronic absenteeism, and gave a presentation on steps the district is taking to support student attendance and reduce chronic absenteeism. She shared Mt. Diablo Unified School District is part of the Attendance Learning Network comprised of nine local districts. Mrs. Pete noted that the District rate of chronic absenteeism for 2015/16 was 9%; the rate for 2014/15 was 10%.

#### **Public Comment:**

Willie Mims suggested the District identify the highest subgroups then concentrate strength toward those groups. Mr. Mims inquired whether all schools met the requirement of submitting their Attendance Intervention Plan by the deadline of September 30, 2016.

Mrs. Pete responded that the highest subgroups are special populations: special education students, English learner, and for ethnicity, our African American and Hispanic students. She shared that not all schools have submitted their Attendance Intervention Plan.

Mr. Mims returned to the podium to state that schools should be held accountable to turn the plan in.

Mr. Lawrence shared he would like to hear how MDUSD compares to school districts such as San Ramon, and would like to see what a five year trend looks like.

Mrs. Mason asked what the state considers an acceptable number of days of absence. Dr. Meyer responded that two days absence per month equates to losing 10% of the school year. Dr. Meyer commented that if students are ill, we need to look for other ways to get instruction to them - through student contracts, modifications and other ways of getting information to them.

Linda Pete shared that school staff looks at student attendance beginning at five absences, to determine if there is a chronic health concern. School nurses are then able to intervene and assist parents with getting medical services and health information they may need.

President Hansen stated she values that staff are able to articulate the causes of absenteeism and employ appropriate strategies.

Mrs. Oaks inquired if students are going to be out ill for five days, are they eligible to enter into an independent study contract. Mrs. Pete responded that independent study contracts are appropriate for those students planned to be out for 5 or more days, as in the case of a surgery, for instance. Students out fewer days are not eligible but may make up their work upon return to school.

## **CONSENT AGENDA**

**15.1 (Item #1) Items listed under Consent Agenda are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon the request of any member of the Board and acted upon separately.**

Oaks moved, Mayo seconded, and the Board voted 5-0-0 to approve all Consent Agenda items with the exception of items 15.5 and 15.9 (both pulled by Mrs. Mason) which were pulled for discussion.

### **15.2 (Item #2) College Park High School's Varsity Cross Country Team to Walnut, California, October 21-22, 2016**

College Park High School is requesting permission for their Cross Country Varsity team to travel to Walnut, California to compete in the annual Mt. Sac Invitational, October 21-22, 2016. A team of 12 students will be traveling via rental vans with 3 chaperones.

### **15.3 (Item #3) Northgate High School's Leadership Trip to Universal City, California, January 25-29, 2017**

Northgate High School is requesting permission to attend the National Youth Leadership Conference in Universal City, CA, January 25-29, 2017. Forty eight students will be accompanied by 7 chaperones and will travel by District arranged charter buses. Students will be staying at the Embassy Suites in Santa Ana. This three day conference provides the opportunity for students to hear the motivational speaker, Houston Kraft, and interact with high schools from all over California. After the conference, students will have the opportunity to take a 3 hour tour through the Disneyland Resort with an emphasis on the responsibilities it takes in order to manage and properly organize the resort.

### **15.4 (Item #4) Northgate High School's trip to Troy Tech High School in Fullerton, February 9-12, 2017**

Northgate High School is requesting permission for their Dance Production class to travel to Troy Tech High School in Fullerton, CA, February 9-12, 2017. Twenty two students and 6 chaperones will be traveling by District arranged charter buses and staying at the Embassy Suites in Santa Ana. Dancers will take classes and workshops from professional choreographers and compete at the Troy Tech Regional Dance Competition, in addition to learning about career opportunities throughout high school and during college in the performing arts field.

### **15.5 (Item #6) Amendment to the Contract Approved March 7, 2016 Between Mt. Diablo Unified School District - Silverwood Elementary and Exploring New Horizons**

Students at Silverwood Elementary attended an Outdoor Education program at Exploring New Horizons Camp April 26-29, 2016. Additional service was added and additional students attended, increasing the cost by greater than 10%. The original contract was Board approved March 7, 2016.



**15.6 (Item #7) Contracts between Mt. Diablo Unified School District and University of California, Berkeley**

University of California, Berkeley, will provide professional development trainings for our elementary and high school teachers. Mt. Diablo Unified School District will have spent in excess of \$25,000.00 with these two additional contacts for this vendor for the 2016-2017 school year, therefore these contracts require Board approval.

**15.7 (Item #8) Contract between Mt. Diablo Unified School District - Walnut Acres Elementary and Marin County Office Of Education Walker Creek Outdoor Ed. Program**

5th grade students will participate in an Outdoor Education program October 24-28, 2016 at the Marin County Office of Education Walker Creek Camp.

**15.8 (Item #10) Independent Service Contract with Halstrom Academy**

Halstrom Academy is a Western Association of Schools and Colleges (W.A.S.C.) accredited private school that specializes in serving students that have struggled to access the curriculum within traditional school models.

The requested funds are to cover 2016-17 program tuition for three students that have been placed in the Walnut Creek program through confidential settlement agreements.

**15.9 (Item #11) Master Contract with Certified Non-Public School, Journey High School, TLC**

Journey High School, TLC, is a California certified non-public school in Sebastopol, CA that provides students with moderate to severe academic and social emotional needs a diploma track academic program in combination with mental health services and room and board. The requested funds are to cover program and services for one MDUSD student that stepped down from an out of state residential program.

**15.10 (Item #12) Independent Services Contract with Trudie Giordano on Behalf of Adult Education Block Grant (AEBG) Contra Costa County Regional Consortium, aka Contra Costa County Adult Education Consortium (CCCAEC)**

On November 16, 2015, the Mt. Diablo USD Governing Board approved a First Addendum (dated October 7, 2015) to a Memorandum of Understanding (MOU) dated June 25, 2014 by and between the Contra Costa Community College District (CCCCD) and MDUSD/Adult Education on behalf of the Contra Costa County Adult Education Consortium (CCCAEC), for Mt. Diablo Adult Education to enter into an Independent Services Contract with Trudie Giordano, as Consortium Manager for the CCCAEC.

Now, MDUSD/Adult Education requests approval to continue this Independent Services Contract with Trudie Giordano, as the CCCAEC Consortium Manager for the period of November 4, 2016 to June 30, 2017. The total dollar amount of the contract for this extension period is \$66,000.

**15.11 (Item #13) Memorandum of Understanding between California State University, East Bay, and Mt. Diablo Unified School District**

California State University, East Bay, is requesting to enter into an internship agreement with Mt. Diablo Unified School District for students in their School Counseling program.

**15.12 (Item #14) Quest Grant**

Staff requests approval to submit the Quest grant for additional counseling support for Crossroads Small Continuation High School for pregnant and parenting teens.

The grant would pay for a licensed Marriage, Family Therapist (MFT) to provide intensive counseling and case management for students and families for the 2017-18 school year. Currently, this support is paid for the First Five grant which is ending June 30, 2017. The grant request is for \$73,000.

**15.13 (Item #15) Recommended Action for Certificated Personnel**

**15.14 (Item #16) Certificated Personnel: Request to Increase and Decrease Full Time Equivalent (FTE) for the 2016-2017 School Year**

**15.15 (Item #17) Recommended Action for Classified Personnel Action**

**15.16 (Item #18) Classified Personnel: Request to Increase/Decrease Full Time Equivalent (FTE) for the 2016/17 School Year**

**15.17 (Item #19) Award of Design Services Contract to Skyline Engineering for Roof Replacement at Holbrook Elementary School**

On August 8, 2016 the Board of Education approved steps necessary to prepare Holbrook Elementary School for a reopening during 2017/2018 instructional year. One of the major projects identified was replacement of roofing systems which are 16 to 26 years of age.

Staff has negotiated, and is now recommending, that a contract stipulating a 'not to exceed' fee of \$54,200.00 (inclusive of all reimbursable costs) be awarded to Skyline Engineering, Inc. for the provision of comprehensive design, engineering and construction administration support necessary for approval and satisfactory completion of proposed project. Skyline Engineering is anticipated to provide baseline specifications and drawings that will be used to facilitate replacement of existing built-up (bituminous) with newer single-ply roofing systems.

**15.18 (Item #20) Final Change Order 1745-001 to SW Allen Construction, Inc. for Contract #C-939/MDUSD Bid 1745 - Modernization Group II Restroom Renovations**

On April 25, 2016, the Board of Education awarded Bid #1745 to SW Allen Construction, Inc., in the amount of \$1,654,370.00 for the provision of all tools, materials, labor and equipment necessary to facilitate Modernization Group II Restroom Renovations at Cambridge Elementary, El Dorado Middle School, El Monte Elementary, Fair Oaks Elementary, Meadow Homes Elementary, Wren Avenue Elementary, and Ygnacio Valley Elementary.

As a result of unforeseen issues and District requested scope of work to remove ADA exterior entrance ADA barriers a single, final change order in the amount of \$27,478.00 is necessary.

This final change order will result in a contract value of \$1,681,848.00.



**15.19 (Item #21) Notice of Completion for Bid #1745/Contract C939: Modernization Group II: Restroom Renovations at Various Sites**

Bid No. 1745 was called to provide the Modernization Group II Restroom Renovations at Cambridge Elementary, El Dorado Middle School, El Monte Elementary, Fair Oaks Elementary, Meadow Homes Elementary, Wren Avenue Elementary, and Ygnacio Valley Elementary. The lowest responsive bidder was SW Allen Construction, Inc., for the bid award amount of \$1,654,370.00.

The scope of work included, but was not limited to: selective demolition, plumbing, electrical and all finishes including tile, toilets, partitions, etc., per plans and specifications at the above mentioned sites.

There was one (1) additive change order for this project in the total amount of \$27,478.00. Work and services for this project have been satisfactorily completed for a total expenditure of \$1,681,848.00

**15.20 (Item #22) Minutes for the Board of Education Meeting Held on August 22, 2016**

Minutes for the Board of Education Meeting held on August 22, 2016, are being brought forward for approval.

**CONSENT ITEMS PULLED FOR DISCUSSION**

**16.1 (Item #5) Hotel Nikko's Independent Service Contract with Mt. Diablo Unified School District for Mt. Diablo High's Senior Ball**

Mt. Diablo High School is requesting approval of the attached Independent Service Contract with Hotel Nikko, San Francisco, for their Senior Ball being held on April 29, 2017.

Lawrence moved, Mayo seconded, and the Board voted 4-1-0 (with Mason dissenting) to approve the Independent Service Contract with Hotel Nikko for Mt. Diablo High School's Senior Ball on April 29, 2017.

**16.2 (Item #9) Contract Between Mt. Diablo Unified School District - Bancroft and El Monte Elementary Schools and Soul Shoppe**

Soul Shoppe is presenting workshops and programs for students and staff at Bancroft Elementary and El Monte Elementary for the 2016-17 school year.

Lawrence moved, Oaks seconded, and the Board voted 4-1-0 (with Mason dissenting) to approve the contract between Mt. Diablo Unified School District - Bancroft and El Monte Elementary Schools and Soul Shoppe.

**CONSENT ITEMS PULLED BY STAFF**

There were no items pulled by staff.

**BUSINESS/ACTION ITEM**

**18.1 Public Hearing regarding Sufficiency of Textbooks and Instructional Materials for 2016-2017 School Year**

Public Hearing regarding sufficiency of textbooks and instructional materials for 2016-2017 school year.

President Hansen opened the Public Hearing at 8:24 p.m. and having no public commenters, closed the Public Hearing at 8:24 p.m.

\*(See below.) Mrs. Mayo pointed out the date on the Resolution should be changed from October 10, 2015, to October 10, 2016. Mayo moved, Lawrence seconded, and the Board voted 5-0-0 to approve to adopt 2016-2017 Resolution No. 16/17-15: Sufficiency of Textbooks and Instructional Materials.

**18.2 Request to approve Tentative Agreement between Public Employees Union, Local One, Clerical, Secretarial & Technical Unit and Mt. Diablo Unified School District**

The attached tentative agreement was reached between the bargaining teams. This agreement shall have a two (2) year term of July 1, 2016 through June 30, 2018.

Mason moved, Mayo seconded, and the Board voted 5-0-0 to approve the Tentative Agreement between Public Employees Union, Local One, Clerical, Secretarial & Technical Unit and Mt. Diablo Unified School District.

\*The Board returned to Item 18.1 to vote on the item. (See above.)

**18.3 Request to approve Tentative Agreement between Diablo Managers Association (DMA) and Mt. Diablo Unified School District**

The attached tentative agreement was reached between the Diablo Managers Association and Mt. Diablo Unified School District. This agreement will be effective July 1, 2016.

Oaks moved, Mayo seconded, and the Board voted 5-0-0 to approve the Tentative Agreement between Diablo Managers Association and Mt. Diablo Unified School District.

**18.4 Award of Design Services Contract to Verde Design, Inc. for Facility Improvements at Concord High School**

Due to the large number of squirrels migrating from the former Naval Weapons Station to Concord High School, staff is recommending installation of barriers to create fields that will be less conducive to burrowing on the site.

As such, the major components of proposed improvements include deployment of 1) ground-based rodent deterrent/barrier system(s) beneath proposed synthetic playing fields, 2) installation synthetic track (football), 3) synthetic fields (football, varsity baseball, softball), 4) interior landscaping repairs, and 5) master planning for future soccer fields.

Staff has negotiated, and is now recommending, that a contract stipulating a 'not to exceed' fee of \$584,000.00 (inclusive of all reimbursable costs) be awarded to Verde Design, Inc. for the provision of comprehensive design, engineering and construction administration support necessary for approval and satisfactory completion of proposed projects. Completing ALL projects on a concurrent construction schedule would result in design cost savings of approximately 7%.

In 2012, the Board allocated bond funding for site selected projects at all high schools. Due to cost savings on projects previously completed, funds remain available for additional improvements. While the design phase is anticipated to utilize Measure C funds, proposed work is anticipated to utilize a combination of Measure C and Measure A funding.

Board members' questions were addressed by Tim Cody, Director of Measure C.

**Public Comment:**

Willie Mims commented that each classroom should have a Williams Act statement posted. Mr. Mims asked how much beyond the \$6M initially allocated, is being requested. Mr. Mims suggested the wildlife issue be resolved with natural remedies.

Hansen moved, Mason seconded, and the Board voted 5-0-0 to approve the Award of Design Services Contract to Verde Design, Inc., for facility improvements at Concord High School.

**18.5 Revision to BP 2310: Conflict of Interest**

Under California Government Code section 87300 and following, local governmental agencies such as cities, counties and school districts are required to adopt and periodically update a Conflict of Interest Code which requires disclosure of certain financial interests on FPPC Form 700.

The Board of Supervisors for each county serves as the code-reviewing body, and works with local agencies to ensure that the agency's Conflict of Interest Code, the list of Designated Positions and the Categories of Reportable Economic Interests are reviewed and updated as necessary biennially during even-numbered years.

Beginning July 1, 2016, several position changes have been made by the district. Attached is the proposed revision which shows positions to be added to the list of required filers as underlined, and designated positions to be deleted as lined out. Some of the listed positions are vacant. A position needs to remain on the list as long as a position description exists and the position has not been abolished or eliminated by board action. No changes were made or are proposed to the Conflict of Interest Code itself.

**Public Comment:**

John Parker commented that he did not see Measure C staff listed as being required to file a Form 700. Willie Mims inquired why the position of Executive Director of Operations was removed from the list. Dr. Meyer shared that the position had been eliminated.

Mrs. Mayo asked if individuals serving in interim positions are required to file a Form 700. Dr. Meyer stated this would be researched and reported at the next meeting.

This item was presented for information and will return for approval at a future Board meeting.

**18.6 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.

**18.7 Execution of Documents**

During this time, the Superintendent and Board Members will execute documents approved during this meeting.

**FUTURE AGENDA ITEMS**

President Hansen reminded Board members to share or email future agenda items. Mrs. Mayo requested a staff report on enrollment.

**CLOSED SESSION**

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

The Board did not return to Closed Session.

**RECONVENE OPEN SESSION**

**21.1 Reconvene Open Session and Report Out Action Taken in Closed Session**

N/A

**ADJOURNMENT**

The meeting adjourned at 8:54 p.m.

Respectfully submitted,

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Dr. Nellie Meyer, Superintendent