

Tuesday, August 27, 2024
Regular Meeting of the Board of Trustees

Dublin Unified School District
7471 Larkdale Avenue, Dublin, CA
District Office Board Room
Open Session - 6:00 p.m.

The Dublin Unified School District governing board utilizes the Parliamentary Procedures prescribed by Rosenbergs Rules of Order. Information on these procedures can be found at <https://bit.ly/DUSD-Rosenbergs-Rules>.

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NOTICE TO THE PUBLIC: The meeting will be live-streamed at the following link:

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<https://dublinusd.zoom.us/j/81015315947>

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Instructions on how to join a meeting remotely are available as follows:

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Joining through phone: <https://support.zoom.us/hc/en-us/articles/201362663>

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PUBLIC COMMENT PROCEDURE

Public comments for agendized items will take place while that item is being addressed as part of the evenings agenda. Public comments on non-agendized items will take place during the Public Comment portion of a regular board meeting.

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Individual speakers shall be allowed three (3) minutes to address the Board on each agenda item. The Board may limit the total time for public input on an item to 20 minutes (Board Bylaw 9323). In general, the Board recognizes that it is best practice to make important decisions before 10 PM.

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Public Comment Process / in-person:

Persons wishing to speak to the Board of Trustees are requested to fill out a card to address the Board and adhere to the instructions therein.

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Public Comment Process / remote:

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For additional information on using Zoom for DUSD Board Meetings, visit the DUSD website at <https://bit.ly/2NNsgsr>.

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Any individuals with disabilities requesting reasonable accommodation or modification of the meeting procedure so as to be able to observe the live feed of the meeting may contact Vicki Bustos at bustosvicki@dublinusd.org.

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NOTICE REGARDING DOCUMENTS DISTRIBUTED TO THE BOARD OF EDUCATION AT OR PRIOR

TO MEETINGS:

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the Office of the Superintendent at the District Administration Office during normal business hours at the address listed above. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. This means that documents presented to the Board at the meeting may become public records subject to disclosure under the California Public Records Act.

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A. OPENING CEREMONY / ROLL CALL

| | |
|-----------|---|
| Subject : | 1. Roll Call |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Procedural |

Public Content

Board of Trustees

- Mrs. Kristin Pelham
- William Kuo
- Dan Cherrier
- Ms. Gabi Blackman
- Kristin Speck
- Ronit Peswani, Student Board Member

A. OPENING CEREMONY / ROLL CALL

| | |
|----------------------|---|
| Subject : | 2. Adoption of the Agenda - The Superintendent and/or Board Member(s) may request that items be removed from the agenda for consideration and/or carried to a future Board meeting for consideration and/or action, and/or that the Board take action in a regular meeting on a subject not listed on the published agenda on an emergency basis or other basis allowed by law. (Gov. Code 54954.2) |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action |
| Recommended Action : | The Superintendent recommends the Board of Trustees approve the adoption of the agenda, including addendums, deletions, corrections and adjustments in order of business, as presented. |

Motion & Voting

The Superintendent recommends the Board of Trustees approve the adoption of the agenda, including addendums, deletions, corrections and adjustments in order of business, as presented.

Motion by Kristin Speck, second by William Kuo.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Kristin Speck
Not Present at Vote: Dan Cherrier, Gabi Blackman

B. OPEN SESSION

| | |
|-----------|---|
| Subject : | 1. Pledge of Allegiance |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Procedural |

Public Content

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

B. OPEN SESSION

| | |
|-----------|---|
| Subject : | 2. District Mission Statement |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Procedural |

Public Content

Dublin Unified School District will educate every student to become a lifelong learner by providing a safe and supportive environment that fosters collective responsibility for each students success.

C. RECOGNITION

| | |
|-----------|---|
| Subject : | 1. Wells Roadrunners & 10U |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Recognition |

Public Content

BACKGROUND:

The Wells Roadrunners played a team from Wilcox, Arizona, for the Western Regional Little League Softball Tournament title on July 26, 2024, in San Bernardino, California. The game was played on ESPN. Although the Roadrunners lost the game, they truly did an amazing job representing the City of Dublin. Eleven of the

twelve players on the team attend Wells Middle School. In addition, we want to congratulate the 10 and under girls' softball team that won the California State Championship. Thirteen players from Dublin schools ranged from third to sixth grade. Schools represented include Wells, Dublin Elementary,Murray, John Green, and Fredericksen.

SUBMITTED BY:

Chris D. Funk

Superintendent

D. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

| | |
|-----------|---|
| Subject : | 1. Student Board Member Report |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Information |

Public Content

D. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

| | |
|-----------|---|
| Subject : | 2. Report from the Dublin Teachers Association (DTA) |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Information |

D. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

| | |
|-----------|---|
| Subject : | 3. Report from the California School Employees Association (CSEA) |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Information |

E. SPECIAL ORDER OF BUSINESS - OPERATIONAL ITEMS /BOARD DISCUSSION AND/OR ACTION

| | |
|-----------|--|
| Subject : | 1. The Superintendent and/or Board Member(s) may request that items be considered, discussed, and acted on out of the order indicated on the agenda as per schedule. |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | |

Public Content

E. SPECIAL ORDER OF BUSINESS - OPERATIONAL ITEMS /BOARD DISCUSSION AND/OR ACTION

Subject : 2. Facilities Project Update
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Information

Public Content

BACKGROUND:

On October 10th, 2023, the Board approved Implementation Plan 3a_rv.3. Today Staff will update the progress of the currently active projects with budget information. Staff will also report and update current and expected Facilities related revenue.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction

File Attachments

[Facilities update 8_27_24.pdf \(4.291 KB\)](#)

E. SPECIAL ORDER OF BUSINESS - OPERATIONAL ITEMS /BOARD DISCUSSION AND/OR ACTION

Subject : 3. Enrollment Update
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Information, Presentation

Public Content

BACKGROUND:

In August 2024, an update on Transitional Kindergarten (TK) was shared with the Board of Trustees. As the TK eligibility expands, we continue to enroll more TK-aged students. The presentation shares our current enrollment numbers for TK, Kindergarten, and the district-wide enrollment broken down by school and grade level.

The projected numbers detail the TK and Kindergarten enrollment over the next few years and the increased enrollment's impact on facilities and programming.

SUBMITTED BY:

Matt Campbell, Ed. D., Assistant Superintendent, Educational Services
Curtis Haar, Director of TK-12 Education

File Attachments

[Board Report - DUSD Enrollment Update, August 2024.pdf \(378 KB\)](#)

F. PUBLIC COMMENT PERIOD - For Items Listed on the Agenda and Non-Agenda Items within the Subject Matter Jurisdiction of the Governing Board

| | |
|-----------|---|
| Subject : | 1. Public Comment - The Public is welcome to address the Board of Trustees regarding items on the agenda and non-agenda items |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Information |

Public Content

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G. BOARD OF TRUSTEES/SUPERINTENDENT - CONSENT /ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 1. Approval of Consent Agenda Items (Legally Required for Approval) - Action Block Covers All of the Items Listed in the Consent Agenda Category |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented. |

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

G. BOARD OF TRUSTEES/SUPERINTENDENT - CONSENT /ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 2. Minutes of the August 13, 2024 Regular Board Meeting |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent), Minutes |
| Fiscal Impact : | No |
| Recommended Action : | Staff recommends approval of the minutes of the August 13, 2024 Regular Board Meeting |
| Minutes : | View Minutes for Aug 13, 2024 - Regular Meeting of the Board of Trustees |

File Attachments

[8-13-2024 Regular Board Meeting Minutes - DRAFT.pdf \(139 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

G. BOARD OF TRUSTEES/SUPERINTENDENT - CONSENT /ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 3. Second Reading - Revisions to Board Bylaw (BB) 9220, Governing Board Elections; Approval of Bylaw |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action, Information |
| Fiscal Impact : | No |
| Recommended Action : | Staff recommends approval of revised Board Bylaw 9220, Governing Board Elections, as presented. |

Public Content

BACKGROUND:

At its July 2, 2024 Special Board Meeting, the Board took action to adjust the district's contribution toward the cost of printing, handling, translating, mailing, and/or electronically distributing candidate statements filed pursuant to Elections Code 13307 for those Dublin residents who have filed their candidacy for a seat on the DUSD governing board. The amount was increased from \$500 per candidate to not exceed \$800 per candidate.

Staff prepared a draft of a revised Board Bylaw 9220 reflecting this change, along with additional updates as recommended by CSBA. The draft of the revised bylaw was presented and discussed at the August 13, 2024 board meeting, and input was provided to staff on refinements to the language. In preparing the revised draft for board approval, for the sake of clarity, staff has assumed acceptance of the previously presented changes, and indicated the newest refinements in redline form.

The revised draft is presented for approval and adoption.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[Bylaw 9220, Governing Board Elections - revised redline, per Board input.pdf \(80 KB\)](#)

Motion & Voting

Staff recommends approval of revised Board Bylaw 9220, Governing Board Elections, with removal of the two incidences of the phrase "upon request by the candidate," in the third paragraph.

Motion by Kristin Speck, second by William Kuo.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

G. BOARD OF TRUSTEES/SUPERINTENDENT - CONSENT /ACTION CALENDAR

| | |
|-----------|---|
| Subject : | 4. Second Reading - Revisions to Board Bylaw (BB) |
|-----------|---|

9223, Filling Vacancies; Approval of Bylaw

| | |
|----------------------|---|
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action, Information |
| Fiscal Impact : | No |
| Recommended Action : | Staff recommends approval of revised Board Bylaw 9223, Filling Vacancies, as presented. |

Public Content

BACKGROUND:

CSBA recently issued updated policy language for Bylaw 9223, Filling Vacancies, to reflect new law (AB 1326, 2023), which requires that the notice of a provisional appointment be posted on the district's website. Additionally, the bylaw language has been updated to (1) focus on filling a vacancy by appointment rather than special election, (2) enable the Governing Board to approve, by resolution, the procedures for selecting the person to be provisionally appointed to fill the vacancy, and (3) explain how long an appointed Board member may serve. In addition, the bylaw has been updated for clarity, precision, organization, and consistency.

At the August 13, 2024 board meeting, staff presented a draft of the revised bylaw reflecting these changes, and input was provided to staff on refinements to the language. In preparing the revised draft for board approval, for the sake of clarity, staff has assumed acceptance of the previously presented changes, and indicated the newest refinements in redline form.

The revised draft is presented for approval and adoption.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[Bylaw 9223, Filling Vacancies - revised redline, per Board input.pdf \(80 KB\)](#)

H. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 1. Second Reading - New BP and AR 0440.1, Artificial Intelligence; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action |
| Preferred Date : | Aug 27, 2024 |
| Absolute Date : | Aug 27, 2024 |
| Fiscal Impact : | No |
| Budgeted : | No |
| Recommended Action : | Staff recommends approval of the new BP 0440.1, |

Public Content

BACKGROUND:

Board Policy 0440.1, Artificial Intelligence, was presented for a first reading at the board meeting on August 13, 2024. Staff is presenting this policy for a second reading, which reflects board input. Recent changes are reflected in the attached redline versions of the policy and administrative regulation. Staff recommends that the Governing Board adopt the policy as presented. The AR 0440.1 is included for information only and does not require board approval.

SUBMITTED BY:

Matt Campbell, Ed.D., Assistant Superintendent, Educational Services

David Wildy, Chief Technology Officer

File Attachments

[Policy 0440.1 Artificial Intelligence CLEAN \(8.27.2024\).pdf \(145 KB\)](#)
[Policy 0440.1 Artificial Intelligence REDLINE \(8.27.2024\).pdf \(121 KB\)](#)
[Regulation 0440.1 Artificial Intelligence REDLINE.pdf \(197 KB\)](#)
[Regulation 0440.1 Artificial Intelligence CLEAN.pdf \(196 KB\)](#)

Motion & Voting

Staff recommends approval of the new BP 0440.1, Artificial Intelligence as presented. The policy shall be distributed to staff, with an invitation to review and provide input within one month's time.

Motion by Kristin Speck, second by William Kuo.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

H. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 2. Disposal of Obsolete Instructional Materials |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action |
| Preferred Date : | Aug 27, 2024 |
| Absolute Date : | Aug 27, 2024 |
| Fiscal Impact : | No |
| Recommended Action : | Staff recommends that the Board declare the following instructional materials as obsolete and authorize the disposal of them by legal means: Big Ideas Learning Algebra I Common Core; Big Ideas Learning Geometry; Cengage |

Public Content

BACKGROUND:

The district regularly reviews, pilots, and purchases updated instructional materials. As a result, we need to remove obsolete materials from our inventory and school sites to make room for new materials. The California Education Code allows school districts to dispose of obsolete materials by donation, sale, or destruction, as outlined in the attached relevant provisions. The district staff requests the Board's permission to declare the following list of instructional materials obsolete and to dispose of them by legal means:

- Big Ideas Learning *Algebra I Common Core*
- Big Ideas Learning *Geometry*
- Cengage Publishing *Chemistry AP Edition* (9th Edition)
- Houghton Mifflin Harcourt *System 44*
- Houghton Mifflin Harcourt *READ 180 Universal*

The staff will seek to donate or sell the materials rather than destroy them if a suitable organization can be identified to receive them.

SUBMITTED BY:

Matt Campbell, Ed.D., Assistant Superintendent, Educational Services

Sheri Sweeney, Director of Curriculum and Instruction

File Attachments

[EDC_60510..pdf \(78 KB\)](#)

Motion & Voting

Staff recommends that the Board declare the following instructional materials as obsolete and authorize the disposal of them by legal means: Big Ideas Learning Algebra I Common Core; Big Ideas Learning Geometry; Cengage Publishing Chemistry AP Edition (9th Edition); Houghton Mifflin Harcourt System 44; and Houghton Mifflin Harcourt READ 180 Universal.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

H. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

| | |
|-----------|--|
| Subject : | 3. Field Trip - Exploratorium, San Francisco, CA (September 17, 2024) |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action |

Preferred Date :Aug 27, 2024

Fiscal Impact :No

Recommended Action :Staff recommends approval of a field trip by Pathways students from Murray Elementary School to travel to San Francisco, CA, via a water vehicle on September 17, 2024.

Public Content

BACKGROUND:

The Pathways program at Murray Elementary School plans to take 73 students to the Exploratorium in San Francisco, CA, via private vehicle and ferry on September 17, 2024. Administrative Regulation 6153 requires pre-approval from the Board of Education for any school-sponsored trips with travel to/from the event by airplane, boat, or train.

SUBMITTED BY:

Matt Campbell, Ed.D., Assistant Superintendent, Educational Services
Curtis Haar, Director of TK-12 Education

File Attachments

[Pathways Field Trip - Exploratorium.pdf \(195 KB\)](#)

Motion & Voting

Staff recommends approval of a field trip by Pathways students from Murray Elementary School to travel to San Francisco, CA, via a water vehicle on September 17, 2024.

Motion by Dan Cherrier, second by Kristin Speck.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Kristin Speck
No: Gabi Blackman

H. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 4. Overnight Field Trip - Anaheim Music Festival, Anaheim, CA (April 24-27, 2025) |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Preferred Date : | Aug 27, 2024 |
| Fiscal Impact : | No |
| Recommended Action : | Staff recommends approval of an overnight field trip by Cottonwood Creek students to Anaheim, California, April 24-27, 2025. |

Public Content

BACKGROUND:

It has been a tradition in Dublin schools for the band and orchestra students in grades 6-8 to perform at various venues and festivals in California. Cottonwood Creek requests board approval for Cottonwood band and orchestra students in grades 6-8 to perform and participate in clinics in Anaheim, California, April 24-27, 2025.

SUBMITTED BY:

Matt Campbell, Ed. D, Assistant Superintendent, Educational Services

Curtis Haar, Director of TK-12 Education

File Attachments

[Anaheim Music Festival - CCS.pdf \(82 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

I. BUSINESS SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 1. Resolution No. 2024/25-06 Declaring Surplus Equipment |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$9,000.00 |
| Recommended Action : | Staff recommends approval of Resolution No. 24/25-06 Declaring Surplus Equipment |

Public Content

BACKGROUND:

California Education Code Sections 17545 and 17546 authorize school districts to sell, for cash, any surplus personal property belonging to the school district if the property is:

- No longer required for school purposes.
- Being replaced.
- Unsatisfactory or not suitable for school use.

In accordance with Education Code, the disposal will be by:

- Public auction of items will be conducted by GovDeals, the auction firm contracted by the District and approved by the Board of Trustees on February 11, 2020. This will ensure that internal control procedures are adhered to.
- Donations to charitable organizations or disposal if the property is of insufficient value to defray costs of arranging a sale.

The money received from the auction will be deposited into the General Fund. The \$9,000 fiscal impact represents a book loss of the value of the assets that has not yet been depreciated. Board approval is requested to declare these items surplus property and to authorize the Assistant Superintendent of Business Services or designee to dispose of said items.

SUBMITTED BY:

Chris Hobbs, Assistant Superintendent, Business Services
Ellen Rebosura, Purchasing Manager

File Attachments

[AUGUST 2024 Declaring Surplus Equipment.pdf \(64 KB\)](#)
[Resolution No. 2024-25-06 Declaring Surplus Equipment.pdf \(108 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

I. BUSINESS SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 2. Reclassification of Class 2 Records to Class 3, and Destruction of Class 3 Records |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$344.25 |
| Budgeted : | Yes |
| Budget Source : | General Fund (Fund 010) |
| Recommended Action : | Staff recommends approval to reclassify Class 2 Records to Class 3 Records and subsequently to be included in all Class 3 Records for destruction. |

Public Content

BACKGROUND:

The Board of Trustees recognizes the importance of securing and retaining district documents. The Superintendent or designee shall ensure that district records are developed, maintained, and disposed of in accordance with the law, Board Policy 3580, and administrative regulation.

CLASS 2

The documents on the attached CLASS 2 file have met the retention period requirements of Article 2, Sections 16023-16028 of Title 5, California Code of Regulations and are of no further use to the district. Staff recommends that these records be classified as Class 3 and requests permission to destroy the documents listed.

CLASS 3

The documents on the attached CLASS 3 file have been retained for the legal period of time as per Article 2, Sections 16023-16028 of Title 5, California Code of Regulations. There is no further need to retain these records for use in the district. Staff requests permission to destroy the documents listed.

SUBMITTED BY:

Chris Hobbs, Assistant Superintendent, Business Services

Ellen Rebosura, Purchasing Manager

File Attachments

[AUGUST 2024 CLASS 2 Records for Reclass to CLASS 3.pdf \(66 KB\)](#)
[AUGUST 2024 Class 3 Records for Destruction.pdf \(64 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

I. BUSINESS SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 3. Ratification of July 2024 Contracts and Agreements |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$1,017,331.27 |
| Budgeted : | Yes |
| Recommended Action : | Staff recommends ratification of July 2024 Contracts and Agreements |

Public Content

BACKGROUND:

The Board has authorized the Superintendent or designee to purchase supplies, materials, apparatus, equipment, and services up to the amounts specified in Public Contract Code 20111, beyond which a competitive bidding process is required. The Board shall not recognize obligations incurred contrary to Board policy and administrative regulations.

The attached Contracts and Agreements Reports provide the Board with a summary of the contracts and agreements entered into by the Superintendent or designee.

Staff recommends that the Board ratify the contracts and agreements in the July 2024 Contracts and Agreements Reports.

SUBMITTED BY:

Chris Hobbs, Assistant Superintendent, Business Services

Ellen Rebosura, Purchasing Manager

File Attachments

[JULY 2024 Contracts and Agreements.pdf \(70 KB\)](#)
[JULY 2024 Contracts and Agreements No Funds.pdf \(59 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

I. BUSINESS SERVICES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 4. June 2024 and July 2024 Purchase Orders |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$15,969,530.08 |
| Budgeted : | Yes |
| Budget Source : | All Funds |
| Recommended Action : | Staff recommends approval of the June 2024 and July 2024 Purchase Orders |

Public Content

BACKGROUND:

In order to best serve the district interest, and as stated in Board Policy 3300 (Expenditures and Purchases), the Superintendent or designee shall develop and maintain effective purchasing procedures that are

consistent with sound financial controls and ensure that the district receives maximum value for items purchased. The Superintendent or designee shall ensure that records of expenditures and purchases are maintained in accordance with law.
The Purchase Order Board Reports represent the complete listings of all Purchase Orders made from district funds for the months of June 2024 and July 2024.

SUBMITTED BY:

Chris Hobbs, Assistant Superintendent, Business Services
Ellen Rebosura, Purchasing Manager

File Attachments

[JUNE 2024 PO Board Report.pdf \(99 KB\)](#)
[JULY 2024 PO Board Report.pdf \(323 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 1. Personnel Matters |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent), Information |
| Recommended Action : | Staff recommends approval of the personnel matters as presented. |

Public Content

BACKGROUND:

The Board of Trustees will consider approval of all personnel matters including new hires, changes in status, transfers, resignations, requests for leave, and retirements.

SUBMITTED BY:

Heather Campos, Assistant Superintendent, Human Resources

File Attachments

[Personnel Action 8.27.2024.pdf \(70 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 2. Second Reading - New BP 4112.9, 4212.9 and 4312.9, Rescission of AR 4112.9 and 4212.9, Employee Notifications; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | Staff recommends approval of the New BP 4112.9, 4212.9 and 4312.9, Rescission of AR 4112.9 and 4212.9, Employee Notifications as presented. |

Public Content

BACKGROUND:

It is good governance practice for districts to regularly review and update Board Policies (BPs) and Administrative Regulations (ARs) to reflect current laws and local practices.

The District is required to notify all employees annually of specific policies and procedures. These updates clarify that the policies support a non-exhaustive list of notices required by law for employee provision. Its recommendations are below as follows:

New Board Policies:

- BP4112.9/4212.9/4312.9 Employee Notifications

Rescinded Administrative Regulations:

- AR4112.9/4212.9Employee Notifications

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos
Assistant Superintendent, Human Resources

File Attachments

- [DUUSD BP 4112.9 Employee Notifications NEW 6.11.24.pdf \(45 KB\)](#)
- [DUUSD BP 4212.9 Employee Notifications NEW 6.11.24.pdf \(45 KB\)](#)
- [DUUSD BP 4312.9 Employee Notifications NEW 6.11.24.pdf \(45 KB\)](#)
- [DUUSD AR 4112.9 Employee Notifications RESCIND 6.11.24 f.pdf \(78 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 3. Second Reading - Revision of BP 4119.41, 4219.41 and 4319.41, Employees With Infectious Disease; Approval of Policy. |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | Staff recommends adoption of revised BP 4119.41, 4219.41 and 4319.41, Employees With Infectious Disease as presented. |

Public Content

BACKGROUND:

It is a good governance practice for districts to regularly review and update Board Policies (BPs) to reflect current laws and local practices.

These revisions ensure adherence to the Americans with Disabilities Act (ADA), California Fair Employment and Housing Act (FEHA), and Section 504 of the Rehabilitation Act, which protect employees with disabilities, including those affected by infectious diseases such as HIV/AIDS and hepatitis. By updating our policies, we aim to balance legal obligations with public health considerations and foster a fair and inclusive environment for all staff and students. These updates will clarify our responsibilities and affirm our commitment to equity and compliance.

Updated Board Policies:

- BP 4119.41/4219.41/4319.41 Employees With Infectious Disease

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos
Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4119.41 Employees with Infectious Disease CLEAN 8.13.2024.pdf \(39 KB\)](#)
[DUSD BP 4219.41 Employees With Infectious Disease REDLINE 08.13.2024.pdf \(67 KB\)](#)
[DUSD BP 4219.41 Employees with Infectious Disease CLEAN 8.13.2024.pdf \(39 KB\)](#)
[DUSD BP 4319.41 Employees With Infectious Disease REDLINE 8.13.2024.pdf \(67 KB\)](#)
[DUSD BP 4319.41 Employees with Infectious Disease CLEAN 8.13.2024 \(2\).pdf \(39 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 4. Second Reading - Revision of BP 4119.42, 4219.42, 4319.42, Exposure Control Plan For Bloodborne Pathogens; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | Staff recommends approval of BP 4119.42, 4219.42, 4319.42, Exposure Control Plan For Bloodborne Pathogens as presented. |

Public Content

BACKGROUND:

It is a good governance practice for districts to regularly review and update Board Policies (BPs) to reflect current laws and local practices.

The recommended updates include aligning the district's bloodborne pathogens exposure control plan with the injury and illness prevention program (Labor Code 6401.7), removing references to exempting designated first aid providers from pre-exposure hepatitis B vaccination, and the addition of additional language outlining follow-up procedures after exposure incidents.

Updated Board Policies:

- BP 4119.42/4219.42/4319.42 Exposure Control Plan For Bloodborne Pathogens

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4119.42 Exposure Control Plan For Bloodborne Pathogens REDLINE F 8.13.2024.pdf \(50 KB\)](#)
[DUSD BP 4119.42 Exposure Control Plan For Bloodborne Pathogens CLEAN F 8.13.2024.pdf \(35 KB\)](#)
[DUSD BP 4219.42 Exposure Control Plan For Bloodborne Pathogens REDLINE F 8.13.2024.pdf \(50 KB\)](#)
[DUSD BP 4219.42 Exposure Control Plan For Bloodborne Pathogens CLEAN F 8.13.2024.pdf \(35 KB\)](#)
[DUSD BP 4319.42 Exposure Control Plan For Bloodborne Pathogens REDLINE F 8.13.2024.pdf \(50 KB\)](#)
[DUSD BP 4319.42 Exposure Control Plan For Bloodborne Pathogens CLEAN F 8.13.2024.pdf \(35 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 5. Second Reading - Revision of BP 4119.43, 4219.43, 4319.43, Universal Precautions; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | Staff recommends approval of the revisions to BP 4119.43, 4219.43, 4319.43, Universal Precautions as presented. |

Public Content

BACKGROUND:

It is a good governance practice for districts to regularly review and update Board Policies (BPs) to reflect current laws and local practices.

The recommended updates include information on the provision of details regarding acquired immune deficiency syndrome (AIDS), AIDS-related conditions, and Hepatitis B.

Updated Board Policies:

- BP 4119.43/4219.43/4319.43Universal Precautions

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos
Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4119.43 Universal Precautions REDLINE 8.13.2024 F.pdf \(48 KB\)](#)

[DUSD BP 4119.43 Universal Precautions CLEAN 8.13.2024 F.pdf \(33 KB\)](#)
[DUSD BP 4219.43 Universal Precautions REDLINE 8.13.2024 F.pdf \(48 KB\)](#)
[DUSD BP 4219.43 Universal Precautions CLEAN 8.13.2024 F.pdf \(33 KB\)](#)
[DUSD BP 4319.43 Universal Precautions REDLINE 8.13.2024 F.pdf \(48 KB\)](#)
[DUSD BP 4319.43 Universal Precautions CLEAN 8.13.2024 F.pdf \(33 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 6. Second Reading - Revision of BP 4111, 4211, 4311, Recruitment and Selection; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action |
| Recommended Action : | Staff recommends approval of the revisions to BP 4111, 4211, 4311, Recruitment and Selection as presented. |

Public Content

BACKGROUND:

It is a good governance practice for districts to regularly review and update Board Policies (BPs) to reflect current laws and local practices.

Updates are recommended to reflect new guidelines from the California Department of Education and the Commission on Teacher Credentialing. These guidelines emphasize the importance of district staff reflecting the racial, ethnic, linguistic, and cultural diversity of the district, and ensuring that recruitment and selection processes aim to establish and maintain a diverse staff. Additionally, required details are included to disclose the pay scale for open positions in job postings, to prohibit discrimination in hiring based on an applicant's off-the-job and away-from-workplace cannabis use, except as related to criminal history. Further, the policy affirms the district's right to maintain drug-free schools and prohibit employees from using cannabis while on the job.

Updated Board Policies:

- BP 4111/4211/4311 Recruitment and Selection

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos
Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4311 Recruitment And Selection REDLINE 8.27.2024.pdf \(60 KB\)](#)
[DUSD BP 4211 Recruitment And Selection REDLINE 8.27.2024.pdf \(60 KB\)](#)
[DUSD BP 4111 Recruitment And Selection REDLINE 8.27.2024.pdf \(58 KB\)](#)
[DUSD BP 4111 Recruitment and Selection CLEAN 8.27.2024.pdf \(40 KB\)](#)
[DUSD BP 4211 Recruitment and Selection CLEAN 8.27.2024.pdf \(47 KB\)](#)
[DUSD BP 4311 Recruitment and Selection CLEAN 8.27.2024.pdf \(40 KB\)](#)

Motion & Voting

Staff recommends approval of the revisions to BP 4111, 4211, 4311, Recruitment and Selection as presented.

Motion by William Kuo, second by Kristin Speck.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Kristin Speck
No: Dan Cherrier, Gabi Blackman

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 7. Second Reading - Revision of BP 4140, 4240 and New BP 4340, Bargaining Units/Recognized Employee Organization; Approval of Policy |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Recommended Action : | Staff recommends approval of the revisions to BP 4140, 4240 and New BP 4340, Bargaining Units/Recognized Employee Organization as presented. |

Public Content

BACKGROUND:

It is a good governance practice for districts to regularly review and update Board Policies (BPs) to reflect current laws and local practices.

Recommended updates include clarification on terms like "employee organization," "recognized employee organization," "exclusive representative," and "bargaining unit". Language is also included to clarify the Public Employee Relations Board (PERB) guidance regarding restrictions on union-related items such as; wearing of union buttons, insignia, or other pictorial or written messages by employees, to include what constitutes "reasonable restrictions" by the district.

Updated Board Policies:

- BP 4140/4240 Bargaining Units

New Board Policy:

- BP 4340 Bargaining Units

These were presented for a first reading on August 13th, 2024, and are now being brought to the Board for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

- [DUSD BP 4140 Bargaining Units CLEAN 8.13.2024 F.pdf \(71 KB\)](#)
- [DUSD BP 4240 Bargaining Units REDLINE F 8.13.2024.pdf \(77 KB\)](#)
- [DUSD BP 4240 Bargaining Units CLEAN 8.13.2024 F.pdf \(71 KB\)](#)
- [DUSD BP 4340 Bargaining Units NEW 8.13.2024 F.pdf \(71 KB\)](#)
- [DUSD BP 4140 Bargaining Units REDLINE 8.27.2024.pdf \(77 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

J. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 8. 2024-25 Updated Certificated Salary Schedule |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$21,301.00 |
| Recommended Action : | Staff recommends approval of the updated 2024-25 Updated Certificated Salary Schedule as presented. |

Public Content

BACKGROUND:

In order to continue seeking creative and proactive solutions to recruiting, hiring, and retaining the most qualified special education teachers, the District recently reached an agreement with the Dublin Teacher's Association (DTA) to move the Vision Specialist and Deaf/Hard of Hearing positions to a new section of the certificated salary schedule. These specialist positions consistently prove to be hard to fill, with very few qualified candidates to draw from in the area. Upon Board approval, these positions will move from the 'Teacher' salary section (185 work days) to the Speech and Program Specialist section (192 work days), retroactive to July 1, 2024.

The revised salary schedule, reflecting the adjustment, is attached for your review. Staff recommends approval of the updated 2024-25 updated Certificated Salary Schedule as presented.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[2024.08.07 DUSD-DTA Side Letter - Deaf Hard of Hearing and Vision Specialist Salary Placement \(1\).pdf \(221 KB\)](#)
[2024-2025 Certificated Salary Schedule -Deaf Hard of Hearing and Vision Specialists 192days.pdf \(74 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

K. FACILITIES/BOND - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 1. Change Order #02 with BHM Construction, Inc. for the Emerald High School Phase 2 |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$581,406.00 |
| Budgeted : | Yes |
| Budget Source : | Measure J (Fund 213) |
| Recommended Action : | Staff recommends ratification of Change Order #02 with BHM Construction, Inc. for the Emerald High School Phase 2 Project for \$581,406.00. |

Public Content

BACKGROUND:

On September 27, 2023, the District awarded a contract to BHM Construction, Inc. in the amount of \$72,000,000.00 for the construction of the Emerald High School Phase 2.

Change Order #01 was approved by the Board of Trustees for a change order amount of \$775,043.00.

Change Order #02 will revise the change order total to \$1,356,449.00 or approximately 1.9% of the original contract amount and revise the new total contract amount to \$73,356,449.00.

If ratified, Change Order #02 will be charged to project contingency. No additional funds need to be added to the project budget. See Change Order Form for the summary and breakdown of these charges totaling \$581,406.00.

Total approved Budget: \$91,132,581.00

Remaining Budget after the approval of this Change Order: \$8,223,540.00

No calendar days will be added to the construction schedule.

Staff recommends ratification of Change Order #02 with BHM Construction, Inc. for the Emerald High School Phase 2 for \$581,406.00 and a revised contract amount of approximately \$73,356,449.00.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction

Eric Sih, Senior Project Manager

Freedra Bennett, Project Manager II

File Attachments

[02 Change Order.pdf \(4.475 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

K. FACILITIES/BOND - CONSENT/ACTION CALENDAR

| | |
|----------------------|--|
| Subject : | 2. Amendment #03 for Ninyo & Moore for the Emerald High School Phase II |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$84,805.00 |
| Budgeted : | Yes |
| Budget Source : | Measure J (Fund 213) |
| Recommended Action : | Staff recommends ratification of Amendment #03 for Ninyo & Moore for the Emerald High School Phase II Project for approximately \$84,805.00. |

Public Content

BACKGROUND:

On October 24, 20203, the Board of Trustees awarded a contract to Ninyo & Moore in the amount of \$ 220,904.00 for material testing services for the Emerald High School Phase II Project.

Amendment #01 was approved by the Board of Trustees for \$125,380.00.

Amendment #02 was ratified by the Board of Trustees for \$9,600.00.

If authorized, this Amendment will be charged to project contingency and is not a request to increase the budget. No additional funds need to be added to the project budget. See Amendment for the summary and breakdown.

In order for the project to effectively proceed with minimal delays or incurring additional costs, staff has authorized this work to be completed.

Staff recommends ratification of Amendment #3 for Ninyo & Moore for the Emerald High School Phase II Project for approximately \$84,805.00.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction

Eric Sih, Senior Project Manager

Freeda Bennett, Project Manager II

File Attachments

[Amendment 3 SOW Ninyo n Moore Phase II 240815.pdf \(470 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

K. FACILITIES/BOND - CONSENT/ACTION CALENDAR

| | |
|-----------------|---|
| Subject : | 3. Agreement for purchase of furniture for Dublin Elementary School - Phase 1 Increment 2 with Insidesource |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$336,708.63 |
| Budgeted : | Yes |

Budget Source :

Measure H (Fund 212)

Recommended Action :

Staff recommends approval of the purchase of Furniture /Fixture/Equipment from InsideSource, Inc., for the Dublin Elementary School Modernization Project, Phase I for approximately \$336,708.00.

Public Content

BACKGROUND:

In preparation for Dublin Elementary Modernization, Facilities Staff met with the Principal and reviewed current and projected furniture use and future needs. The Dublin Elementary School furniture purchase consists of furniture for nine (9) classrooms housing 2nd, 3rd and 4th grades, the Library/Media Center and the Administrative offices.

On January 10, 2024, Facilities staff issued a Request for Proposal (FRP) for design, delivery and white-glove setup to fulfill the furniture needs of the community. On January 26, 2024, four highly respected firms proposed in identifying the furniture needs and the development of the design for Dublin Elementary School and provide quotes to complete the project.

The District Facilities Department, evaluated four proposals received using a Best Value methodology stated in the RFP. InsideSources proposal was selected by evaluators for overall design. Final evaluation of the price component confirmed InsideSource as the Best Value to the District.

The proposal received from InsideSource was approximately 9% less than the allocated FFE budget for Dublin Elementary School.

Site staff at Dublin Elementary School have selected and approved the Designs submitted by InsideSource.

The funds for this contract are contained in the approved budgets of the Dublin Elementary School Modernization. This is approximately 30% of the approved FFE budget for the Phase 1 modernization. No additional fund are being requested.

Staff recommends approval of the purchase of furniture/fixture/equipment from InsideSource for the Dublin Elementary School Modernization Project, Phase I for \$336,708.63.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction

Tabatha Hoak, Senior Project Manager

Joel Ross, Contracts and Purchasing Manager, Facilities

File Attachments

[DES Agreement DUSD InsideSource 240815 \(1\).pdf \(487 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

K. FACILITIES/BOND - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 4. Agreement with MWC & Associates for Inspection Services for Shamrock TK-8 |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$687,330.00 |
| Budgeted : | Yes |
| Budget Source : | Measure J (Fund 213) |
| Recommended Action : | Staff recommends approval of the Agreement with MWC & Associates for Inspection Services for Shamrock TK-8, for \$687,330.00. |

Public Content

BACKGROUND:

The Division of the State Architect (DSA) determines all testing and inspection requirements for each project that falls under the purview of DSA. Districts are required by the state to retain the services of a DSA Certified Project Inspector to ensure all code prescribed inspections and administrative duties are completed for the project, per DSA approved plans and specifications. The Certified Project Inspector is also responsible for DSA final verified inspection reports.

On June 14, 2024, the District issued a RFQ requesting proposals for DSA Inspector of Record services. The District received proposals from three (3) firms. All proposals received were evaluated based on the firms hourly rates, experience, licensing and availability.

After a thorough analysis, MWC & Associates. was deemed both qualified, responsive and available for the duration of the project.

Staff recommends approval of the Agreement with MWC & Associates for Inspection Services for Shamrock TK-8, for \$687,330.00.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction

Freeda Bennett, Project Manager II

Jack Jeha, Project Manager II

File Attachments

[Shamrock DUSD-Agreement-Project Inspection-IOR-DSA MWC Assoc 240731 signed.pdf \(1.595 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

K. FACILITIES/BOND - CONSENT/ACTION CALENDAR

| | |
|----------------------|---|
| Subject : | 5. Facilities July 2024 Contracts, Agreements, Purchase Orders, and Change Orders |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Action (Consent) |
| Fiscal Impact : | Yes |
| Dollar Amount : | \$11,042.12 |
| Budgeted : | Yes |
| Budget Source : | Measure C (210), Measure E (211), Measure H (212), Measure J (213) and Developer Fees (250) |
| Recommended Action : | Staff recommends approval of July 2024 Facilities Department Contracts, Agreements, Purchase Orders, and Change Orders. |

Public Content

BACKGROUND:

The Purchase Order List represents a complete listing of all Contracts, Agreements, and Purchase Orders made from Facilities Department funds from July 1 July 31, 2024. An additional list represents Change Orders to existing Purchase Orders from July 1 - July 31, 2024. Purchase orders and change orders are processed in accordance with the rules and regulations of the Board of Trustees and applicable legal requirements of the State of California. Purchase orders are generated for every purchase and professional services contract.

Staff recommends approval of July 2024 Facilities Department Contracts, Agreements, Purchase Orders, and Change Orders.

SUBMITTED BY:

Thomas Moore, Assistant Superintendent, Facilities, Planning, and Construction
Joel Ross, Contracts and Purchasing Manager, Facilities

File Attachments

[July PO's 2024.pdf \(106 KB\)](#)
[July CO's 2024.pdf \(88 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda, with the exception of Items G3, G4, H1, H2, H3, and J6.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

L. WRITTEN REPORTS/RECOMMENDATIONS

| | |
|-----------|---|
| Subject : | 1. Items under this section are written reports that are received into the public record. No action is taken by the Board. A Board Member or the Superintendent may pull an item for discussion or request an item to be placed on the agenda for discussion and/or action at a future meeting. |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | |

Public Content

M. FUTURE AGENDA ITEMS/MATTERS

| | |
|-----------|---|
| Subject : | 1. Opportunity for Board of Trustees to Request Items on Future Agendas |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Discussion, Information |

M. FUTURE AGENDA ITEMS/MATTERS

| | |
|-----------|---|
| Subject : | 2. Future Items |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Discussion, Information |

File Attachments

[Future Items - Pending Board Matters, 8-19-24.pdf \(187 KB\)](#)

M. FUTURE AGENDA ITEMS/MATTERS

| | |
|-----------|---|
| Subject : | 3. Annual Governance Calendar |
| Meeting : | Aug 27, 2024 - Regular Meeting of the Board of Trustees |
| Type : | Discussion, Information |

File Attachments

[DUSD Annual Governance Calendar 24-25.pdf \(190 KB\)](#)

N. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 1. Board of Trustees' Report
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Information

N. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 2. Superintendent's Report
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Information

N. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 3. Board Meeting Evaluation
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Discussion

Public Content

O. ADJOURNMENT

Subject : 1. Adjourn Meeting
Meeting : Aug 27, 2024 - Regular Meeting of the Board of Trustees
Type : Action
Recommended Action : The Superintendent recommends the Board of Trustees adjourn the meeting.

Motion & Voting

The Superintendent recommends the Board of Trustees adjourn the meeting.

Motion by Kristin Speck, second by Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Dan Cherrier, Gabi Blackman, Kristin Speck

P. NEXT MEETING

Subject : 1. August 27, 2024 - Regular Board Meeting
Meeting : Aug 27, 2024 - Regular Meeting of the Board of

Trustees
Information

Type :

Public Content