

Tuesday, October 8, 2024
Regular Meeting of the Board of Trustees

Dublin Unified School District
7471 Larkdale Avenue, Dublin, CA
District Office Board Room
Closed Session - 5:30 p.m.
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:

Joining through video conference: <https://support.zoom.us/hc/en-us/articles/201362193>

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PUBLIC COMMENT PROCEDURE

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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 :	Oct 8, 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 :	Oct 8, 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 Gabi Blackman.
Final Resolution: Motion Passes
Aye: Kristin Pelham, William Kuo, Gabi Blackman, Kristin Speck

B. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY

Subject :	1. Procedures for Closed Session Public Comment
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Procedural

Public Content

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C. CLOSED SESSION

Subject :	1. Adjourn to Closed Session
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type :	Action
Recommended Action :	Motion to adjourn to closed session for the purpose of discussing items listed.

Motion & Voting

Motion to adjourn to closed session for the purpose of discussing items listed.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

C. CLOSED SESSION

Subject :	2. Mindfulness Practice
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Procedural

Public Content

C. CLOSED SESSION

Subject :	3. Pursuant to Government Code Section 54957 - Public Employee Employment/Discipline/Dismissal/Release /Complaint
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action, Discussion, Information

C. CLOSED SESSION

Subject :	4. Pursuant to Government Code Section 54957.6 - Update Conference with Labor Negotiator: Agency Negotiator, Ms. Heather Campos, Assistant Superintendent, Human Resources; Employee Organizations: Dublin Teachers Association (DTA) and California School Employee Association (CSEA)
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action, Discussion, Information

C. CLOSED SESSION

Subject :	5. Pursuant to Government Code Section 54957 Public Employee Appointment/Employment; Title: Administrative Assistant Confidential, Business Services
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No

Recommended Action :

Staff recommends approval of recommended Leadership candidate for the Administrative Assistant Confidential, Business Services

Public Content

BACKGROUND:

Staff recommends approval of recommended Leadership candidate for the Administrative Assistant Confidential, Business Services

SUBMITTED BY:

Chris Funk, Superintendent

C. CLOSED SESSION

Subject :	6. Reconvene to Open Session
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Recommended Action :	Motion to reconvene to open session

D. OPEN SESSION

Subject :	1. Report out of Closed Session
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Recommended Action :	The President of the Board of Trustees will read out the motion(s) that were approved in closed session.

Public Content

The President of the Board of Trustees will read out the motion(s) that were approved in closed session.

D. OPEN SESSION

Subject :	2. Pledge of Allegiance
Meeting :	Oct 8, 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."

D. OPEN SESSION

Subject :	3. District Mission Statement
Meeting :	Oct 8, 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.

E. RECOGNITION

Subject :	1. Introduction of New Leadership Staff Member
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Recognition

E. RECOGNITION

Subject :	2. Alameda County Office of Education Teacher of the Year
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Recognition

Public Content

BACKGROUND:

The Alameda County Office of Education honored the 2024 Teachers of the Year named by county school districts and regional occupational programs.

Nineteen district-level honorees were selected by the 17 districts and regional occupational programs that have chosen to participate this year. The honorees are recognized for their individual dedication and excellence in the classroom, and they collectively represent the thousands of educators doing amazing work across Alameda County every day.

DUSD's very own Lauren Apodaca, Murray Elementary teacher was honored as one of two ACOE Teacher of the Year for the entire county. Alameda County has over 12,000 teachers working with students in public education. Lauren is eligible to move forward to be recognized as the teacher of the year for California.

SUBMITTED BY:

Chris D. Funk, Superintendent

E. RECOGNITION

Subject :	3. Resolution 2024/25-15, Dyslexia Awareness Month
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action, Information
Preferred Date :	Oct 08, 2024
Fiscal Impact :	No
Recommended Action :	Staff recommends adopting Resolution 2024/25-15, Recognition of October as Dyslexia Awareness Month.

Public Content

BACKGROUND:

Dyslexia Awareness Month is designated by the International Dyslexia Association annually in October to encourage collaboration among staff members, families, and the community to raise awareness and understanding by identifying, treating, and mitigating the learning needs of students with dyslexia. Staff recommends that DUSD adopt Resolution No. 2024/25-15 to recognize October as Dyslexia Awareness Month.

SUBMITTED BY:

Matt Campbell, Ed.D, Assistant Superintendent, Educational Services
Curtis Haar, Director of TK-12 Education
Katherine Nissen, ELA/ELD Coordinator

File Attachments

[Resolution No. 2024-25-15 - Dyslexia Awareness Month.pdf \(144 KB\)](#)

Motion & Voting

Staff recommends adopting Resolution 2024/25-15, Recognition of October as Dyslexia Awareness Month.

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

E. RECOGNITION

Subject :	4. Resolution 2024/25-11, Character Education Month
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No

Recommended Action :

Staff recommends approval of Resolution 2024/25-11,
Character Education Month.

Public Content

BACKGROUND:

Part of our role as educators is to help students develop good character traits. By designating the month of October as Character Education Month, the Board encourages educational activities to develop excellent moral, civic, and/or social values.

SUBMITTED BY:
Chris D. Funk, Superintendent

File Attachments

[Resolution No. 2024-25-11 - Character Education Month. Oct 2024.pdf \(116 KB\)](#)

Motion & Voting

Staff recommends approval of Resolution 2024/25-11, Character Education Month.

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

E. RECOGNITION

Subject :	5. Resolution 2024/25-12, Week of the School Administrator, October 13-19, 2024
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No
Recommended Action :	Staff recommends approval of Resolution 2024/25-12, Week of the School Administrator, October 13-19, 2024

Public Content

BACKGROUND:

School administrators is a broad term used to define many educational leadership posts such as superintendent, assistant superintendent, principal, assistant principal, special education leader, directors, school business officials, classified educational leaders, as well as leaders and managers in business, maintenance and operations, facilities, educational technology and many more. As a leader in the world of education; lead learners, administrators are passionate, lifelong learners who believe in the value of quality public education. As lead learners administrators model and provide quality service for student success.

It is appropriate that this work be acknowledged and recognized via this resolution as a token of our appreciation of all you do each and every day.

This year, October 13-19, 2024has been designated by the State of California as Week of the School Administrator.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[Resolution No. 2024-25-12 - Week of the School Administrator.pdf \(128 KB\)](#)

Motion & Voting

Staff recommends approval of Resolution 2024/25-12, Week of the School Administrator, October 13-19, 2024, with the removal of the "and faith-based" wording from the seventh paragraph.

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

E. RECOGNITION

Subject :	6. Resolution 2024/25-13, National School Lunch Week, October 14-18, 2024
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No
Recommended Action :	Staff recommends approval of Resolution 2024/25-13, National School Lunch Week, October 14-18, 2024

Public Content

BACKGROUND:

Dublin Unified School District joins other school districts across the country in observing National School Lunch Week October 14-18, 2024, and commends the hard work of the District's Child Nutrition Services staff, recognizing the role they play in the educational process. While National School Lunch Week was declared in 1962, the National School Lunch Program goes back even further, to 1946. Created to provide nutritious meals to children from low-income families who might not have access to a daily meal, the National School Lunch Program ensures the health and well-being of all public school students and provides a boost to academic performance by giving students the fuel they need to succeed and closes the opportunity gap for children across the country.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

Motion & Voting

Staff recommends approval of Resolution 2024/25-13, National School Lunch Week, October 14-18, 2024

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

E. RECOGNITION

Subject :	7. Resolution 2024/25-14, America's Safe Schools Week, October 20-26, 2024
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No
Recommended Action :	Staff recommends approval of Resolution 2024/25-14, America's Safe Schools Week, October 20-26, 2024

Public Content

BACKGROUND:

The observance of Safe Schools Week assists in drawing attention to the ongoing problem of school violence, and serves to educate everyone about how schools can be made safer and more secure. It is hoped that staff, students, parents and community residents will be motivated to vigorously advocate for school safety. Schools that are safe and free of violence, weapons and drugs are necessary to ensure the well-being of all children and the quality of their education.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[Resolution No. 2024-25-14 - America's Safe Schools Week.pdf \(115 KB\)](#)

Motion & Voting

Staff recommends approval of Resolution 2024/25-14, America's Safe Schools Week, October 20-26, 2024, with the removal of the term "such as" in the third paragraph.

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

F. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

Subject :	1. Student Board Member Report
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Information

Public Content

F. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

Subject :	2. Report from the Dublin Teachers Association (DTA)
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Information

F. BOARD MEMBER/UNION PARTNERS VERBAL & WRITTEN COMMUNICATION

Subject :	3. Report from the California School Employees Association (CSEA)
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Information

G. 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 :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	

Public Content

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

Subject :	2. Ethnic Studies 1 Course Outline
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees

Public Content

BACKGROUND:

In October of 2021, Governor Newsom signed a bill requiring a one-semester Ethnic Studies course for all California high school graduates, beginning with the class of 2030. The DUSD Governing Board approved a recommendation by the DUSD Curriculum Council in 2022 to implement a one-semester Ethnic Studies course as a graduation requirement beginning with the graduating class of 2027. The Board subsequently delayed the effective date to the graduating class of 2028 at the request of the staff to ensure that students and families received proper notification and an opportunity to incorporate the new graduation requirement into their four-year high school plans.

During the 2022-23 school year, a team of district teachers developed an initial course outline for the one-semester Ethnic Studies course that will become a graduation requirement. The course is aligned with the California Ethnic Studies Model Curriculum and is also designed to reflect the ethnic and cultural diversity of the Dublin community. In addition, the specific learning targets for the course are based on Ethnic Studies programs at San Francisco State University and Santa Clara University and are designed to prepare students for college-level Ethnic Studies courses. The course was piloted during the 2023-24 school year, and revisions have been made to the course outline based on teacher experience and student feedback.

California Education Code 51225.3 requires that a locally developed Ethnic Studies course "be presented at a public meeting of the governing board of the school district or the governing body of the charter school, and shall not be approved until a subsequent public meeting of the governing board or governing body at which the public has had the opportunity to express its views on the proposed course." The purpose of this agenda item is to present the DUSD Ethnic Studies 1-course outline during a public meeting. The staff intends to bring the course outline back to the Board for approval at the October 22, 2024, regular meeting.

SUBMITTED BY:

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

Sheri Sweeney, Director of Curriculum and Instruction

File Attachments

[Ethnic Studies 1 Course Presentation.pdf \(566 KB\)](#)
[Ethnic Studies 1 Course Outline.pdf \(394 KB\)](#)

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

Subject :	3. Budget Reduction Update #1
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Presentation

Public Content

BACKGROUND:

At the June 11, 2024 Board meeting, staff provided a resolution for the multi-year budget to reduce expenses in 2025/26 and beyond by \$5,500,00. The Board approved that resolution by a vote of 4-1. The staff has included the previous agenda item's background memo below (in italics) and attached the approved resolution. Tonight's presentation is the presentation shared at three community meetings and with Cabinet. Staff have identified \$11.5 million in proposed budget cuts for the Board to consider in order to identify the \$5.5 million in reduced spending required to meet and maintain the district's minimum reserve balance and to bring forward a balanced budget for adoption in June 2025.

Since fiscal year 2022, the District has run a deficit in the unrestricted general fund budget and is expected to finish the 2023-24 fiscal year with a deficit of nearly five million dollars. The projected budget for 2024-25 includes additional deficit spending of \$(6,202,726), at which point the districts budget reserves will be approaching the statutory minimum of 3% of expenditures. Any deficit spending past that point will result in the district falling short of that statutory minimum and facing a scenario of fiscal takeover by the county office of education.

In order to avoid such a scenario, staff is requesting that the board make a formal commitment in the form of the attached resolution to reduce expenses in 2025-26 and beyond by \$5,500,000, a number which will allow the district to maintain its minimum reserve balance and avoid a fiscal crisis. Staff will spend the 2024-25 year working with the Board, our community and staff, and other stakeholders to ensure that we are able to bring a balanced budget for adoption in June 2025.

Unrestricted General Fund 01 Reserve Balances 2019-2025			
	Beginning Balance	Ending Balance	Surplus / (Deficit)
2019-20*	\$ 19,894,279	\$ 34,413,022	\$ 14,518,743
2020-21	\$ 34,413,022	\$ 34,738,017	\$ 324,995
2021-22	\$ 32,155,249	\$ 28,083,747	\$ (4,071,502)
2022-23	\$ 28,083,747	\$ 20,221,829	\$ (7,861,918)
2023-24 (Est)	\$ 20,221,829	\$ 15,226,636	\$ (4,995,193)
2024-25 Projected)	\$ 15,226,636	\$ 9,023,910	\$ (6,202,726)
*Includes transfer-in from Fund 17 balance of \$11,054,405 - actual net operating surplus: \$3,464,338			

SUBMITTED BY:

Chris D. Funk, Superintendent

Chris Hobbs, Assistant Superintendent, Business Services

NOTE: An updated presentation was added at 3:48 PM on 10/8/24 (additional of Slide 37, and revisions to Slide 35).

File Attachments

[Resolution No. 2023-24-52 - Confirm DUSD's Commitment to Fiscal Solvency - signed.pdf \(545 KB\)](#)

H. 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 :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Information

Public Content

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I. EDUCATIONAL SERVICES - OPERATIONAL ITEMS /BOARD DISCUSSION AND/OR ACTION

Subject :	1. First Reading - Revision of BP/AR 5132, Dress And Grooming
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type :

Discussion, Information

Public Content

BACKGROUND:

As part of the ongoing effort to update the board policy manual, staff has identified needed updates to the BP and AR 5132, Dress and Grooming. The policy and regulation were last updated in 2008. Based on recommendations from CSBA, revisions have been drafted to the policy and are presented for the first reading. The policy is anticipated to be brought to the next board meeting for a second reading and approval. Board approval is not required for the administrative regulation.

SUBMITTED BY:

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

Marco Taylor, Director of Equity, Inclusion and Student Support, Educational Services

File Attachments

[REDLINE BP 5132 Dress And Grooming - \(10.08.2024\) Revised.pdf \(35 KB\)](#)

[CLEAN BP 5132 Dress And Grooming - \(10.08.2024\) Revised.pdf \(32 KB\)](#)

[REDLINE AR 5132 Dress And Grooming - \(10.08.2024\) Revised.pdf \(39 KB\)](#)

[CLEAN AR 5132 Dress And Grooming - \(10.08.2024\) Revised.pdf \(27 KB\)](#)

I. EDUCATIONAL SERVICES - OPERATIONAL ITEMS /BOARD DISCUSSION AND/OR ACTION

Subject :	2. First Reading - Revision of BP/AR 5141.52, Suicide Prevention
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

Public Content

BACKGROUND:

As part of the ongoing effort to update the board policy manual, staff has identified needed updates to the BP and AR 5141.52, Suicide Prevention. The policy and regulation were last updated in 2017. Based on recommendations from CSBA, revisions have been drafted to the policy and are presented for the first reading. The policy is anticipated to be brought to the next board meeting for a second reading and approval. Board approval is not required for the administrative regulation.

SUBMITTED BY:

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

Marco Taylor, Director of Equity, Inclusion and Student Support, Educational Services

File Attachments

[REDLINE BP 5141.52 Suicide Prevention - \(10.08.2024\).pdf \(40 KB\)](#)

[CLEAN BP 5141.52 Suicide Prevention - \(10.08.2024\).pdf \(37 KB\)](#)

[REDLINE AR 5141.52 Suicide Prevention - \(10.08.2024\).pdf \(56 KB\)](#)

[CLEAN AR 5141.52 Suicide Prevention - \(10.08.2024\).pdf \(50 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :	1. First Reading - Revision of BPs 4118 and 4218; Dismissal/Suspension/Disciplinary Action
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

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.

Regular updates to Board Policies (BPs) ensure alignment with current laws and practices.

Recent revisions include details relating to protected union activities, guidelines for disciplinary action, and new language for compulsory leave of absence requirements.

Updated Board Policies:

BP 4118/4218 Dismissal/Suspension/Disciplinary Action

Updated Administrative Regulations:

AR 4118/4218 Dismissal/Suspension/Disciplinary Action

These policies presented for a first reading. It is anticipated that they will be brought to the next board meeting for a second reading and adoption. The ARs are presented for information purposes only.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4218 Dismissal Suspension Disciplinary Action REDLINE 10.08.2024.pdf \(62 KB\)](#)

[DUSD BP 4218 Dismissal Suspension Disciplinary Action CLEAN 10.08.2024.pdf \(47 KB\)](#)

[DUSD AR 4218 Dismissal Suspension Disciplinary Action REDLINE 10.08.2024.pdf \(65 KB\)](#)

[DUSD AR 4218 Dismissal Suspension Disciplinary Action CLEAN 10.08.2024.pdf \(52 KB\)](#)
[DUSD BP 4118 Dismissal Suspension Disciplinary Action REDLINE 10.08.2024.pdf \(61 KB\)](#)
[DUSD BP 4118 Dismissal Suspension Disciplinary Action CLEAN 10.08.2024.pdf \(48 KB\)](#)
[DUSD AR 4118 Dismissal Suspension Disciplinary Action REDLINE 10.08.2024.pdf \(64 KB\)](#)
[DUSD AR 4118 Dismissal Suspension Disciplinary Action CLEAN 10.08.2024.pdf \(54 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject : 2. First Reading - Revision of BPs 4161, 4261, and 4361; Leaves

Meeting : Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type : Discussion, Information

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 mandate that if an employee is placed on an involuntary leave of absence due to a criminal charge, investigation, or administrative delay, and the proceedings end in the employee's favor, the district must provide full compensation for the leave period upon the employee's return

Updated Board Policies:

- BP 4161/4261/4361 Leaves

These policies are presented for a first reading. It is anticipated that they will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4161 Leaves REDLINE 10.08.2024.pdf \(56 KB\)](#)
[DUSD BP 4261 Leaves REDLINE 10.08.2024.pdf \(58 KB\)](#)
[DUSD BP 4361 Leaves REDLINE 10.08.2024.pdf \(58 KB\)](#)
[DUSD BP 4161 Leaves CLEAN 10.08.2024.pdf \(37 KB\)](#)
[DUSD BP 4261 Leaves CLEAN 10.08.2024.pdf \(37 KB\)](#)
[DUSD BP 4361 Leaves CLEAN 10.08.2024.pdf \(37 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject : 3. First Reading - New BP 4121, Revision of AR 4121; Temporary/Substitute Personnel

Meeting :Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type :Discussion, Information

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.

Updates to language serve to clearly specify required criteria for classifying a certificated temporary or substitute position and to detail rights afforded to these employees.

New Board Policy:

BP 4121 Temporary/Substitute Personnel

Updated Administrative Regulation:

AR 4121 Temporary/Substitute Personnel

These are presented for a first reading. It is anticipated that the policy will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos
Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4121 TemporarySubstitute Personnel NEW 10.08.2024.pdf \(67 KB\)](#)
[DUSD AR 4121 TemporarySubstitute Personnel REDLINE 10.08.2024.pdf \(71 KB\)](#)
[DUSD AR 4121 Temporary Substitute Personnel CLEAN 10.08.2024 \(1\).pdf \(37 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :4. First Reading: Revision of BPs 4119.1, 4219.1 and 4319.1; Civil and Legal Rights

Meeting :Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type :Discussion, Information

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 reflect language that details protections against retaliation for employees acting to protect students' rights. It also clarifies that employees cannot use their official authority to intimidate, threaten, coerce, or command others to interfere with their rights to disclose improper governmental activity.

Updated Board Policies:

BP 4119.1/4219.1/4319.1 Civil and Legal Rights

These are presented for a first reading. It is anticipated that they will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

- [DUSD BP 4119.1 Civil And Legal Rights REDLINE 10.08.2024.pdf \(62 KB\)](#)
- [DUSD BP 4119.1 Civil and Legal Rights CLEAN 10.08.2024.pdf \(45 KB\)](#)
- [DUSD BP 4219.1 Civil And Legal Rights REDLINE 10.08.2024.pdf \(62 KB\)](#)
- [DUSD BP 4219.1 Civil and Legal Rights CLEAN 10.08.2024.pdf \(46 KB\)](#)
- [DUSD BP 4319.1 Civil And Legal Rights REDLINE 10.08.2024.pdf \(62 KB\)](#)
- [DUSD BP 4319.1 Civil and Legal Rights CLEAN 10.08.2024.pdf \(45 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :	5. First Reading - Revision of BPs 4116, 4216, and AR 4116; Probationary/Permanent Status
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

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 policy has revised to clarify the distinction between probationary and temporary certificated employees and to clearly define established rules for the period of probationary service for classified employees.

Updated Board Policies:

BP 4116/4216 Probationary/Permanent Status

Updated Administrative Regulation:

AR 4116 Probationary/Permanent Status

These are presented for a first reading. It is anticipated that the policy will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4116 Probationary Permanent Status REDLINE 10.08.2024.pdf \(57 KB\)](#)

[DUSD BP 4116 Probationary Permanent Status CLEAN 10.08.2024.pdf \(38 KB\)](#)

[DUSD AR 4116 Probationary Permanent Status REDLINE 10.08.2024.pdf \(56 KB\)](#)

[DUSD AR 4116 Probationary Permanent Status CLEAN 10.08.2024.pdf \(34 KB\)](#)

[DUSD BP 4216 Probationary Permanent Status REDLINE 10.08.2024.pdf \(49 KB\)](#)

[DUSD BP 4216 Probationary Permanent Status CLEAN 10.08.2024 \(1\).pdf \(35 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :	6. First Reading: Revision of BPs 4119.22, 4219.22 and 4319.22; Dress and Grooming
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

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 updates will ensure that our district not only complies with state law but also fosters an inclusive and equitable environment. By reflecting this change in our policy, we affirm our commitment to diversity and non-discrimination, thereby enhancing our workplace culture and supporting the dignity of every individual.

Updated Board Policies:

BP 4119.22/4219.22/4319.22 Dress and Grooming

These are presented for a first reading. It is anticipated that they will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

- [DUSD BP 4119.22 Dress And Grooming REDLINE 10.08.2024.pdf \(47 KB\)](#)
- [DUSD BP 4119.22 Dress and Grooming CLEAN 10.08.2024 .pdf \(32 KB\)](#)
- [DUSD BP 4219.22 Dress And Grooming REDLINE 10.08.2024.pdf \(47 KB\)](#)
- [DUSD BP 4219.22 Dress and Grooming CLEAN 10.08.2024.pdf \(32 KB\)](#)
- [DUSD BP 4319.22 Dress And Grooming REDLINE 10.08.2024.pdf \(48 KB\)](#)
- [DUSD BP 4319.22 Dress and Grooming CLEAN 10.08.2024.pdf \(32 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :	7. First Reading - New BP 4112.21, Revision of AR 4112.21; Interns
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

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.

This new policy ensures compliance with current laws, providing clear definitions and guidelines for consistent implementation, enhancing the district's ability to hire qualified candidates compliant with Education Code and California Commission on Teacher Credentialing (CTC) standards.

New Board Policy:

BP 4112.21 Interns

Updated Administrative Regulation:

AR 4112.21 Interns

These are presented for a first reading. It is anticipated that the policy will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD AR 4112.21 Interns REDLINE 10.08.2024.pdf \(67 KB\)](#)

[DUSD BP 4112.21 Interns NEW 10.08.2024 \(1\).pdf \(49 KB\)](#)

[DUSD AR 4112.21 Interns CLEAN 10.08.2024.pdf \(60 KB\)](#)

J. HUMAN RESOURCES - OPERATIONAL ITEMS/BOARD DISCUSSION AND/OR ACTION

Subject :	8. First Reading: Revision of BPs 4154, 4254 and 4354; Health and Welfare Benefits
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

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.

Policy and regulation updated to reflect the federal Patient Protection and Affordable Care Act. The policy includes information about the calculation of full-time employees for the purpose of determining the applicability of the Act and reflects requirements to provide an affordable health insurance plan. Also includes, is new language which defines marriage.

Updated Board Policies:

BP 4154/4254/4354 Health and Welfare Benefits

Updated Administrative Regulations:

AR 4154, 4254, 4354 Health and Welfare Benefits

These are presented for a first reading. It is anticipated that the policy will be brought to the next board meeting for a second reading and adoption.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD BP 4154 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(63 KB\)](#)

[DUSD BP 4154 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(37 KB\)](#)

[DUSD BP 4254 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(64 KB\)](#)

[DUSD BP 4254 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(37 KB\)](#)

[DUSD BP 4354 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(64 KB\)](#)

[DUSD BP 4354 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(38 KB\)](#)
[DUSD AR 4154 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(71 KB\)](#)
[DUSD AR 4154 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(52 KB\)](#)
[DUSD AR 4254 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(71 KB\)](#)
[DUSD AR 4254 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(52 KB\)](#)
[DUSD AR 4354 Health And Welfare Benefits REDLINE 10.08.2024.pdf \(73 KB\)](#)
[DUSD AR 4354 Health and Welfare Benefits CLEAN 10.08.2024.pdf \(52 KB\)](#)

K. 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 :	Oct 8, 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 as presented, less Items K-3 and K-5.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

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

Subject :	2. Minutes of the September 24, 2024 Regular Board Meeting
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action (Consent), Minutes
Recommended Action :	Staff recommends approval of the minutes of the September 24, 2024 Regular Board Meeting
Minutes :	View Minutes for Sep 24, 2024 - Regular Meeting of the Board of Trustees

File Attachments

[9-24-2024 Regular Board Meeting Minutes - DRAFT.pdf \(135 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

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

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

Subject :	3. Resolution 2024-25-10, Supporting Proposition 2: Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action
Fiscal Impact :	No
Recommended Action :	Staff recommends approval of Resolution 2024-25-10, Supporting Proposition 2: Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024

Public Content

BACKGROUND:

In November 2024, the general election ballot will include Proposition 2, The Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024. Proposition 2 would provide \$8.5 billion to K-12 schools and \$1.5 billion to community colleges to renovate, fix and construct facilities. The money would be distributed through matching grants, with the state paying a greater share of costs for less affluent districts and those with higher numbers of English learners and foster youth. Some of the money would be set aside for removing lead from water, creating transitional kindergarten classrooms and building career and technical education facilities.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[Resolution No. 2024-25-10 - Supporting Proposition 2.pdf \(142 KB\)](#)

Motion & Voting

Staff recommends approval of Resolution 2024-25-10, Supporting Proposition 2: Kindergarten Through Grade 12 Schools and Local Community College Public Education Facilities Modernization, Repair, and Safety Bond Act of 2024

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

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

Subject :	4. Second Reading and Adoption - Revision of Board Bylaw (BB) 9323.2, Actions by the Board, and accompanying Exhibit; Approval of Bylaw
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action (Consent)

Public Content

BACKGROUND:

CSBA's recommended policy language has been updated to add that the Governing Board may take action on a request by a Board member to participate by teleconference due to emergency circumstances if it is not on the posted agenda so long as there was not sufficient time to place it on the agenda. Additionally, the update removes language related to the authority of the district attorney's office or an interested person to file a civil action asking the court to order the Board to stop or prevent a Brown Act violation and replace it with language requiring the district attorney's office or interested person to first present a demand to "cure and correct" the alleged violation and, when such occurs, for the Board to consult with legal counsel on if and how to respond.

The accompanying exhibit is being updated to clarify that the exhibit is a non-exhaustive list of actions that require more than a simple majority vote and that have restrictions on when the Governing Board may act. In addition, sections have been added on "Actions Required to Occur During a Regular Board Meeting" and "Prohibitions on Certain Board Actions." The exhibit has also been updated to reflect new law (SB 494, 2023) which prohibits the Board from taking action to terminate a superintendent or assistant superintendent without cause within 30 calendar days after the first convening of the Board after a general election at which one or more of the Board members are elected or recalled, and new law (SB 229, 2023) which requires a district that is disposing of surplus land and has received notification of a violation to hold an open and public meeting to review and consider the substance of the notice of violation and prohibits the Board from taking final action to ratify or approve the proposed disposal of surplus land until a public meeting is held. The exhibit has also been updated for clarity, precision, organization, and consistency.

The Board conducted a first reading of this revised policy and accompanying exhibit at its September 24, 2024 meeting; it now presented for a second reading and adoption. The exhibit, with recommended revisions, is included for information only, and will not require board approval.

SUBMITTED BY:

Chris D. Funk, Superintendent

File Attachments

[BB 9323.2, Actions By The Board - redline.pdf \(61 KB\)](#)
[BB 9323.2, Actions By The Board - CLEAN.pdf \(67 KB\)](#)
[Exhibit 9323.2-E\(1\) Actions By The Board - redline.pdf \(82 KB\)](#)
[Exhibit 9323.2-E\(1\), Actions By The Board - CLEAN.pdf \(85 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

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

Subject :	5. Second Reading and Adoption - Revision of BP 2121, Superintendent's Contract; Approval of Policy
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action

Public Content

BACKGROUND:

CSBA's recommended policy language has been updated to reflect NEW LAW (SB 494, 2023) prohibiting a governing board from taking action to terminate a superintendent under specified conditions. In addition, since the policy has not been revised since its inception in 2008, numerous updates and language clarifications have been made.

The Board conducted a first reading of this revised policy at its September 24, 2024 meeting, and provided feedback for potential changes, which has been incorporated into the updated document attached. Approval is now sought for the revised policy.

SUBMITTED BY:

Chris D. Funk, Superintendent

NOTE: Updated redline and clean copies of the revised policy were added at 10:16 AM on 10/7/24 (last paragraph in document was stricken).

File Attachments

[BP 2121, Superintendents Contract - redline.pdf \(57 KB\)](#)

[BP 2121, Superintendent's Contract - Clean.pdf \(72 KB\)](#)

[BP 2121, Superintendent's Contract - redline, rev.pdf \(57 KB\)](#)

[BP 2121, Superintendent's Contract - Clean, rev.pdf \(72 KB\)](#)

Motion & Voting

Staff recommends approval of the revision to BP 2121 as presented.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

L. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

Subject :	1. Second Reading and Adoption - BP/AR 6142.1, Sexual Health and HIV/AIDS Prevention Instruction; Approval of Policy
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action (Consent)
Preferred Date :	Oct 08, 2024
Absolute Date :	Oct 08, 2024
Fiscal Impact :	No
Recommended Action :	Staff recommends that the Governing Board adopt revisions to Board Policy 6142.1, Sexual Health and HIV /AIDS Prevention Instruction, as presented.

Public Content

BACKGROUND:

Board Policy and Administrative Regulation 6142.1, Sexual Health and HIV/AIDS Prevention Instruction, was presented for a first reading at the September 24, 2024, meeting of the Governing Board. Staff is bringing this policy to the Board for a second reading at this meeting and seeks to adopt changes to BP 6142.1 as presented. The administrative regulation does not require Board approval but is provided for informational purposes.

SUBMITTED BY:

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

Sheri Sweeney, Director of Curriculum and Instruction

File Attachments

[REDLINE BP 6142.1 Sexual Health And HIV AIDS Prevention Instruction \(10.08.2024\).pdf \(44 KB\)](#)
[REDLINE AR 6142.1 Sexual Health And HIV AIDS Prevention Instruction \(10.08.2024\).pdf \(105 KB\)](#)
[CLEAN BP 6142.1 Sexual Health And HIV AIDS Prevention Instruction \(10.08.2024\).pdf \(32 KB\)](#)
[CLEAN AR 6142.1 Sexual Health And HIV AIDS Prevention Instruction \(10.08.2024\).pdf \(86 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

L. EDUCATIONAL SERVICES - CONSENT/ACTION CALENDAR

Subject :	2. Lexia Science of Reading Forum October 28-30, 2024, in Boston, MA
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Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Action (Consent)
Preferred Date :	Oct 08, 2024
Absolute Date :	Oct 08, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$200.00
Budgeted :	Yes
Budget Source :	Title 2
Recommended Action :	Staff recommends approval for one district administrator to attend the Lexia Science of Reading Forum on October 28-30, 2024, in Boston, MA.

Public Content

BACKGROUND:

One of the district's top priorities is to ensure all students are reading on grade level by the end of 3rd grade. To this end, district staff have been engaged over the past two years in intensive professional learning and shifts in instructional practice to align with current research about how students learn to read. As a result, the district has purchased both professional learning services and digital products from Lexia Learning designed to advance the district's goal. The Science of Reading Forum will advance our work in early elementary literacy and is focused on:

- exploring the value of research-based curriculum and professional learning in various delivery models;
- evaluating the critical components of data to improve student progress at scale; and
- maximizing student outcomes with research-based solutions

The Science of Reading Forum in Boston, MA, on October 28-30, will be hosted and funded by Lexia Learning, and the district will incur minimum expenses in connection with participation in this event.

SUBMITTED BY:

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

Sheri Sweeney, Director of Curriculum and Instruction

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

M. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

Subject :	1. Personnel Matters
Meeting :	Oct 8, 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 10.8.2024.pdf \(65 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

Motion by Kristin Speck, second by Gabi Blackman.

Final Resolution: Motion Passes

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

M. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

Subject :

2. Updated CSEA Job Descriptions

Meeting :

Oct 8, 2024 - Regular Meeting of the Board of Trustees

Type :

Action (Consent)

Fiscal Impact :

Yes

Budgeted :

Yes

Recommended Action :

Staff recommends approval of the updated CSEA job descriptions

Public Content

BACKGROUND:

In the attached 2022-2023 DUSD-CSEA Implementation of Classification and Compensation Study Attachment B Memorandum of Understanding (MOU), dated 9-7-23, the Parties agreed to update job descriptions and to increase salary schedule placement for the positions attached.

Updated Job Descriptions:

- Comprehensive High School Registrar
- Computer Technician
- Custodian II
- Custodian III
- Food Service Worker
- Head Custodian TK-8
- Irrigation Specialist
- Lead Food Service Worker I
- Lead Food Service Worker II
- Lead Food Service Worker III
- Maintenance Crafts Worker
- Secretary III
- Special Education Instructional Assistant I
- Special Education Instructional Assistant II
- Special Education Instructional Assistant III

Staff recommends approval of the updated job descriptions, as presented.

SUBMITTED BY:

Heather Campos

Assistant Superintendent, Human Resources

File Attachments

[DUSD-CSEA MOU Revised Job Descriptions 9-20-2024.pdf \(216 KB\)](#)

[DUSD - CSEA MOU Further Implementation of Class and Compensation Study 23.9.7 Signed.pdf \(1,878 KB\)](#)

[Comprehensive High School Registrar REDLINE 10.08.2024.pdf \(157 KB\)](#)

[Comprehensive High School Registrar CLEAN 10.08.2024.pdf \(115 KB\)](#)

[Computer Technician REDLINE 10.08.2024.pdf \(101 KB\)](#)

[Computer Technician CLEAN 10.08.2024.pdf \(83 KB\)](#)

[Custodian II REDLINE 10.08.2024.pdf \(137 KB\)](#)

[Custodian II CLEAN 10.08.2024.pdf \(102 KB\)](#)

[Custodian III REDLINE 10.08.2024.pdf \(164 KB\)](#)

[Custodian III CLEAN 10.08.2024.pdf \(87 KB\)](#)

[Food Service Worker REDLINE 10.08.2024.pdf \(107 KB\)](#)

[Food Service Worker CLEAN 10.08.2024.pdf \(84 KB\)](#)

[Head Custodian TK-8 REDLINE 10.08.2024.pdf \(158 KB\)](#)

[Head Custodian TK-8 CLEAN 10.08.2024.pdf \(109 KB\)](#)

[Irrigation Specialist REDLINE 10.08.2024.pdf \(105 KB\)](#)

[Irrigation Specialist CLEAN 10.08.2024.pdf \(85 KB\)](#)

[Lead Food Service Worker I REDLINE 10.08.2024.pdf \(119 KB\)](#)

[Lead Food Service Worker I CLEAN 10.08.2024.pdf \(101 KB\)](#)

[Lead Food Service Worker II REDLINE 10.08.2024.pdf \(108 KB\)](#)

[Lead Food Service Worker II CLEAN 10.08.2024.pdf \(86 KB\)](#)

[Lead Food Service Worker III REDLINE 10.08.2024.pdf \(132 KB\)](#)

[Lead Food Service Worker III CLEAN 10.08.2024.pdf \(104 KB\)](#)

[Maintenance Crafts Worker REDLINE 10.08.2024.pdf \(162 KB\)](#)

[Maintenance Crafts Worker CLEAN 10.08.2024.pdf \(84 KB\)](#)

[Sped IA I REDLINE 10.08.2024.pdf \(159 KB\)](#)

[Sped IA I CLEAN 10.08.2024.pdf \(96 KB\)](#)

[Sped IA II \(M_M\) REDLINE 10.08.2024.pdf \(138 KB\)](#)
[Sped IA II \(M_M\) CLEAN 10.08.2024.pdf \(88 KB\)](#)
[Sped IA III REDLINE 10.08.2024.pdf \(162 KB\)](#)
[Sped IA III CLEAN 10.08.2024.pdf \(85 KB\)](#)
[Secretary III REDLINE10.08.2024.pdf \(134 KB\)](#)
[Secretary III CLEAN 10.08.2024.pdf \(84 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

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

M. HUMAN RESOURCES - CONSENT/ACTION CALENDAR

Subject :	3. New Classified Job Description for the Lead Computer Technician
Meeting :	Oct 8, 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 the new Classified Job Description for the Lead Computer Technician, as presented.

Public Content

BACKGROUND:

The Technology Department is in need of support to provide direction and feedback regarding tasks the Computer Technician is responsible for at their assigned site(s). The creation of this job description will be used to benefit the support and quality of services throughout the District. The plan is to elevate two of the District's current Computer Technician positions. while maintaining the same FTE within the Information Technology department.

This new role will have specific responsibility for a wide range of technical oversight while still being responsible for daily functions outlined in the Computer Technician job description. An essential duty in this role, is to ensure that Computer Technicians are provided regular work direction and feedback in addition to identifying staff and assisting in planning trainings that would improve the performance of the Computer Technicians and the outcomes at the District's sites. This position would collaborate with their assigned supervisor to develop, implement, and roll out initiatives supported by the Information Technology department and the District.
Staff recommends approval of the new Classified Job Description for the Lead Computer Technician, as presented.

SUBMITTED BY:

Heather Campos, Assistant Superintendent Human Resources
Michael Williams, Director of Human Resources

NOTE: A revised draft job description was added at 11:10 AM on 10/8/24, reflecting a correction to the position's Range/Step.

File Attachments

[LEAD Computer Technician- DRAFT 10.08.2024.pdf \(91 KB\)](#)
[LEAD Computer Technician- Revised DRAFT 10.08.2024.pdf \(91 KB\)](#)

Motion & Voting

The Superintendent recommends the Board of Trustees approve the items of the consent agenda as presented, less Items K-3 and K-5.

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

N. 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 :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	

Public Content

O. FUTURE AGENDA ITEMS/MATTERS

Subject :	1. Opportunity for Board of Trustees to Request Items on Future Agendas
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

O. FUTURE AGENDA ITEMS/MATTERS

Subject :	2. Future Items
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Discussion, Information

File Attachments

[Future Items - Pending Board Matters, 9-23-24.pdf \(183 KB\)](#)

O. FUTURE AGENDA ITEMS/MATTERS

Subject : 3. Annual Governance Calendar
Meeting : Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type : Discussion, Information

File Attachments

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

P. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 1. Board of Trustees' Report
Meeting : Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type : Information

P. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 2. Superintendent's Report
Meeting : Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type : Information

P. BOARD / SUPERINTENDENT / STAFF VERBAL & WRITTEN COMMUNICATION

Subject : 3. Board Meeting Evaluation
Meeting : Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type : Discussion

Public Content

Q. ADJOURNMENT

Subject : 1. Adjourn Meeting
Meeting : Oct 8, 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, Gabi Blackman, Kristin Speck

R. NEXT MEETING

Subject :	1. October 22, 2024 - Regular Board Meeting
Meeting :	Oct 8, 2024 - Regular Meeting of the Board of Trustees
Type :	Information

Public Content