

MEETING MINUTES

Irvine Unified School District Administration Center
5050 Barranca Parkway, Irvine, CA 92604
5:45 PM Closed Session / 6:30 PM Regular Meeting

Voting Members

Lauren Brooks, Board Member
Jeff Kim, Board Clerk
Katie McEwen, Board President
Connie Stone, Board Member
Cyril Yu, Board Member

1. CALL TO ORDER

President McEwen called the meeting to order at 5:45 p.m.

2. CLOSED SESSION PUBLIC COMMENTS

Minutes:
None.

3. CLOSED SESSION

The Board adjourned to closed session at 5:46 p.m.

a. Conference with Labor Negotiators [Government Code Section 54957.6]

The Board discussed labor negotiations involving the California School Employees Association, Irvine Administrative Assistants to the Principals, Irvine Administrators Association, Irvine Supervisors Association, and the Irvine Teachers Association.

b. Public Employee Performance Evaluation [Government Code Section 54957]

The Board met with the Interim Superintendent and Assistant Superintendents to review progress toward the Superintendent's Goals and Objectives for 2024-25.

4. RECONVENE REGULAR MEETING - 6:30 PM

President McEwen reconvened the meeting at 6:31 p.m.

5. PLEDGE OF ALLEGIANCE / ROLL CALL

The Pledge of Allegiance to the Flag of the United States of America was led by Student Member Pham.

Members Present:

Lauren Brooks
Jeff Kim
Katie McEwen
Connie Stone
Cyril Yu

Student Members Present:

Ishaan Gaikwad, Irvine High School
Charlotte Pham, Woodbridge High School
Kobi Tran, Portola High School
Chloe Tsai, University High School
Zaira Ulmer, Northwood High School

Staff Present:

Cassie Parham, Interim Superintendent of Schools
John Fogarty, Assistant Superintendent, Business Services
Eamonn O'Donovan, Assistant Superintendent, Human Resources
Brienne Ford, Assistant Superintendent, Information Technology
Raiana Chavez, Executive Assistant to the Superintendent

6. REPORT OF CLOSED SESSION DISCUSSION / ACTION

President McEwen reported on the discussion in Closed Session.

7. APPROVAL OF MINUTES

Approve the minutes of the following meeting(s), as presented:

December 17, 2024 - Regular Meeting

Motion made by: Cyril Yu

Motion seconded by: Jeff Kim

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

Approve the minutes of the following meeting(s), as presented:

January 21, 2025 - Special Meeting

Motion made by: Cyril Yu

Motion seconded by: Jeff Kim

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

Approve the minutes of the following meeting(s), as presented:

January 28, 2025 - Regular Meeting

Motion made by: Cyril Yu

Motion seconded by: Connie Stone

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

8. ADOPTION OF AGENDA

Adopt agenda, as revised.

Minutes:

Member McEwen moved Item No. 11 Student Board Member Reports prior to Item No. 9.

Special Presentations, to enable the students to provide their reports then leave if desired to study for finals.

Motion made by: Lauren Brooks

Motion seconded by: Connie Stone

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

9. SPECIAL PRESENTATIONS / RECOGNITIONS

a. Honoring IUSD Retirees

Minutes:

Following remarks by Eamonn O'Donovan, Assistant Superintendent of Human Resources, and Sonia Kearny, ITA President, Board Members recognized IUSD's 2024-25 retirees and introduced those in attendance.

Edith Banaban
Amy Bass
Tammy Blakely
Ruth Codde
Linda Curtis
Carla Dupuis
Debbie Gardner

Janet Greenberg
Jo Ann Kearns
Laurie Marrujo
Gayla Martin
Vikki Murtough
Lesley Small
Robert Stuart

Eamonn followed by Superintendent Parham provided some closing remarks, thanking the retirees for their years of service.

b. IUSD Student Spotlight

Minutes:

University High School teacher, David Knight, highlighted the Science Bowl team who took first place at the 33rd Regional Science Bowl competition and the University High School Ocean Science Bowl team who won the regional competition for the third consecutive year. David introduced team captains Feodor Yevtushenko and Angelina Yan, who shared their experiences in the team and during the competition.

President McEwen called a brief recess.

10. PUBLIC COMMENTS

Minutes:

Sandra Albers addressed the Board regarding the Beyond Awareness Event at Stonegate Elementary.

Jim Leung addressed the Board, providing an update on the IUCPTA.

Ron Mazzano addressed the Board regarding a request for recognition for Chris Conlin.

11. STUDENT BOARD MEMBER REPORTS

Minutes:

Student Board Members Ishaan Gaikwad, Charlotte Pham, Kobi Tran, Chloe Tsai, and Zaira Ulmer reported on school activities.

12. SUPERINTENDENT'S REPORT

Minutes:

Interim Superintendent Parham recognized Chris Conlin for his years of service and dedication to students. She extended her sincere appreciation to the Board for appointing her as Superintendent. She reflected on the work of founding Superintendent Stan Corey, which focused on the District's intention to be the best, and noted that we continue to make good on that promise thanks to staff, students, and the Board. She reported on the 37th Annual Excellence in Teaching Ceremony, held at the Irvine Barclay Theater with an outpouring of support. Cortney Nguyen and Shelley Godett were nominated for Orange County Teacher of the Year. The Honors Concert also took place and was an amazing success, thanks to Erin and her staff. She thanked the Irvine Company and Chairman Donald Bren for their continued support. Coastline ROP also held a Showcase Event, where IUSD was the most decorated of the districts in the partnership. Most recently, the Irvine Junior Games took place this past weekend, with over 1,400 students participating to support the ICCP and families in need. Teacher Appreciation Week is upon us, which is a great reminder that we see and appreciate the incredible hard work that they do; it's also a sign that summer is around the corner. In closing, she reported on attending the IT Department's end-of-the-year all-hands meeting, where end users were invited to attend the staff meeting to help build a stronger and more collaborative partnership between the support staff and those who rely on them. Deep appreciation for all that the IT staff does was shared.

13. ANNOUNCEMENTS AND ACKNOWLEDGMENTS

Minutes:

Board members Brooks, Kim, McEwen, Stone, and Yu provided updates on their school visits, conference attendance, other responsibilities, and participation in various meetings and activities.

14. CONSENT CALENDAR

Approve Consent Calendar Item Nos. 15.a. – 19.a.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Jeff Kim - Yes

Katie McEwen - Yes

Connie Stone - Yes

Cyril Yu - Yes

15. CONSENT CALENDAR - Business Services

- a. Check Register Report
- b. Contract Services Action Report 2024-25/11
- c. Purchase Order Detail Report
- d. Claim for Damages #02-2025
- e. Contract Renewal Authorization 2025-26 Workers' Compensation Reinsurance
- f. Authorize the Utilization of Department of General Services Contracts for the Purchase of Fleet Vehicles
- g. Exercise Option to Extend the Contract for Bid No. 21/22-01MO, Employee Uniform Rental & Laundering Services
- h. Exercise Option to Extend the Contract for Bid No. 23/24-02MO, Paint & Maintenance Services
- i. Exercise Option to Extend the Contract for Bid No. 23/24-03MO, Unit Cost Pricing for Fencing
- j. Exercise Option to Extend the Contract for Bid No. 23/24-05MO, Unit Cost Pricing for Asphalt
- k. Exercise Option to Extend the Contract for Bid No. 23/24-06MO, Unit Cost Pricing for Roofing
- l. Exercise Option to Extend the Contract for RFP No. 23/24-01NS, Fresh Pizza & Delivery
- m. Exercise Option to Extend the Contract for RFP No. 23/24-02NS, Asian Cuisine
- n. Exercise Option to Extend the Contract for Bid No. 24/25-01MO, Unit Cost Pricing for Floor Installation
- o. Memorandum of Understanding Authorizing the Utilization of a Permanent Building by the Irvine Child Care Project at the Beacon Park School Site for the 2025-26 Fiscal Year
- p. Memorandum of Understanding Authorizing the Utilization of a Permanent Building by the Irvine Child Care Project at the Cadence Park School Site for the 2025-26 Fiscal Year
- q. Memorandum of Understanding Authorizing the Utilization of a Permanent Building by the Irvine Child Care Project at the Solis Park School Site for the 2025-26 Fiscal Year
- r. Receive Bids/Award Contract for Bid No. 24/25-02TS, Individualized Transportation Services

16. CONSENT CALENDAR - Education Services

- a. Field Trips and Excursions
- b. Participation in Outdoor Education Science Camps for the 2025-26 School Year
- c. Student Services Settlement Agreement

17. CONSENT CALENDAR - Human Resources

- a. Certificated Personnel Action Report 2024-25/11
- b. Classified Personnel Action Report 2024-25/11

18. CONSENT CALENDAR - Special Education

- a. Special Education Settlement Agreement(s)
- b. Special Education Master Contract(s) 2024-25

19. CONSENT CALENDAR - Superintendent's Office

- a. Conference Attendance

20. CONSENT CALENDAR RESOLUTIONS - Roll Call

Approve Consent Calendar Resolution Item No. 20.a.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

- a. Resolution No. 24-25-35: Approval of Agreement with the Department of Rehabilitation for the Transition Partnership Project (TPP) Program 2025-2028

21. FACILITIES CONSENT CALENDAR

Approve Facilities Consent Calendar Item Nos. 21.a. – 21.q.

Motion made by: Cyril Yu

Motion seconded by: Jeff Kim

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

- a. Architectural Design Services for Interim Housing During Modernization at Woodbridge High School
- b. Architectural Design Services for Modernization of Buildings J and K at Woodbridge High School
- c. Authorize the Utilization of California Multiple Award Schedule (CMAS) Contract for the Purchase of Outdoor Benches, Picnic Tables and other Brand Outdoor Creations
- d. Construction Management Services for Districtwide Projects – Beacon Park School, Cadence Park School, and Sierra Vista Middle School
- e. Construction Management Services for Measure E Series 4 Projects – College Park Elementary School, Northwood High School, and University High School

- f. Construction Management Services for Measure E Series 4 Projects – Lakeside Middle School and Sierra Vista Middle School
- g. Declare the Surplus of One Relocatable Classroom Building at the Early Childhood Learning Center
- h. Receive Bids/Award Contracts – Beacon Park School Relocatable Classrooms 2024
- i. Receive Bids/Award Contracts – Canyon View Elementary School Kindergarten Classroom Expansion 2024
- j. Review of Public Information Meeting Held for Six (6) Interim Relocatable Classroom Buildings at Portola High School
- k. Review of Public Information Meeting Held for the Placement of One (1) Modular Building at Creekside Education Center
- l. Review of Public Information Meeting Held for the Placement of Three (3) Relocatable Classroom Buildings at Legacy Education Center
- m. Change Order Request for Classroom Expansion at Canyon View Elementary School – USA Shade & Fabric Structures, Inc.
- n. Change Order Request for the Creekside Education Center Nutrition Services Expansion 2023
- o. Change Order Request for Creekside Education Center Nutrition Services Expansion 2023 - Contract Time Extension for Bid Package No. 1
- p. Change Order Request for the Portola High School Expansion - Phase 2
- q. Notice of Completion for the Eastwood Elementary School Villa Classroom Expansion 2024

22. ITEMS REMOVED FROM THE CONSENT CALENDAR

23. ITEMS OF BUSINESS

a. Instructional Materials Adoption 2025-2026

Approve instructional materials submitted for adoption as presented.

Minutes:

Cassie provided an overview of the process for instructional materials adoption and summarized the instructional materials presented. She introduced Chris Krebs, Executive Director of Curriculum and Instruction, who highlighted a few items, including instructional materials for Ethnic Studies. These materials will be piloted next year and consist of curated article sets from Newsela and McGraw, with built-in safeguards like blocking unassigned content.

There is a new reading difficulties screener, which will be implemented in grades K-2. There are also updates to Teen Talk for middle schools to meet the requirements of the California Healthy Youth Act. These materials have been reviewed and are recommended by the Health Advisory Committee.

Motion made by: Jeff Kim

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

b. Resolution No. 24-25-34: Initiate Proceedings for the Levy and Collection of Assessments within the Irvine Unified School District Recreation Improvement and Maintenance District for Fiscal Year 2025-26 Pursuant to the Provisions of Part 2 of Division 15 of the California Streets and Highways Code and as Provided by Article XIID of the California Constitution - Roll Call

Adopt Resolution No. 24-25-34, authorizing the initiation of proceedings for the levy and collection of assessments for fiscal year 2025-26 within the Irvine Unified School District Recreation Improvement and Maintenance District.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

c. First Reading - Proposed Revision to Board Policy 9010: Bylaw Preamble Statement

Approve for second reading and adoption, proposed revisions and title change to Board Policy 9010: Public Statements.

Minutes:

The Board waived the second reading and approved the proposed revisions and title change to Board Policy 9010: Public Statements.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

d. First Reading - Proposed Board Policy 9012: Board Member Electronic Communications

Approve for second reading and adoption, proposed Board Policy 9012: Board Member Electronic Communications.

Minutes:

The Board waived the second reading and approved the proposed Board Policy 9012: Board Member Electronic Communications.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

e. Public Employee Contract Approval - Superintendent of Schools

After orally reporting a summary of recommendation for the final action on the salary, compensation and benefits paid, approve the contract for Superintendent of Schools Cassie Parham, effective May 7, 2025 through June 30, 2028.

Motion made by: Lauren Brooks

Motion seconded by: Jeff Kim

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes

24. PUBLIC COMMENTS

Minutes:
None.

25. CLOSED SESSION (AS NECESSARY)

Minutes:
None.

26. ADJOURNMENT

The meeting was adjourned at 8:52 p.m.

Motion made by: Cyril Yu

Motion seconded by: Connie Stone

Voting:

Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Connie Stone - Yes
Cyril Yu - Yes