



**Regular Meeting of the Board of Education
06/25/2024 06:30 PM**

Irvine Unified School District Administration Center,
5050 Barranca Parkway, Irvine, CA 92604
6 Waterloo Pl, London, England, SW1Y 4AN, United Kingdom
6:30 PM Regular Meeting

MEETING MINUTES

Voting Members

Paul Bokota, Board Clerk
Lauren Brooks, Board Member
Jeff Kim, Board Member
Katie McEwen, Board Member
Cyril Yu, Board President

1. CONVENE REGULAR MEETING - 6:30 PM

President Yu called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE / ROLL CALL

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

Members Present:

Paul Bokota
Lauren Brooks (telecommuting)
Jeff Kim
Katie McEwen
Cyril Yu

Staff Present:

Terry L. Walker, Superintendent of Schools
John Fogarty, Assistant Superintendent, Business Services
Eamonn O'Donovan, Assistant Superintendent, Human Resources
Cassie Parham, Assistant Superintendent, Education Services
Brienne Ford, Assistant Superintendent, Information Technology
Raianna Chavez, Executive Assistant to the Superintendent

3. ADOPTION OF AGENDA

Adopt agenda, as presented.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

4. PUBLIC COMMENTS

Minutes:

None.

5. SUPERINTENDENT'S REPORT

Minutes:

Superintendent Walker provided brief comments, beginning by extending his appreciation for ITA President Sonia Kearny. He reported positive news regarding the state budget, which looks to be promising for K-12 education and is nearly final. He acknowledged and thanked Catherine Holmes and Melanie Hertig for their exemplary leadership as they transition into new chapters in their careers. He noted that while some staff members are able to disconnect and enjoy their summer, other staff, such as in facilities and construction, technology, staffing and many others are working hard to prepare for the upcoming school year. In closing, he wished students and families a restful and rejuvenating summer.

6. ANNOUNCEMENTS AND ACKNOWLEDGMENTS

Minutes:

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

7. CONSENT CALENDAR

Approve Consent Calendar Item Nos. 8.a. – 13.a. with the exception of Item Nos. 9.a. Annual Submission of the School Plan for Student Achievement (SPSA) Plans for the 2024-25 School Year, 10.a. Certificated Personnel Action Report 2023-4-/16, and 13.b. Accept Donations, pulled by Members Kim and McEwen for separate approval.

Motion made by: Katie McEwen

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Yes

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

8. CONSENT CALENDAR - Business Services

- a. Check Register Report
- b. Contract Services Action Report 2023-24/16
- c. Purchase Order Detail Report
- d. City of Irvine Transportation Funding for University High School
- e. Exercise Option to Extend the Contract for RFP No. 21/22-01MO, Waste, Recycling & Organic Services
- f. Exercise Option to Extend and Re-Award Contracts for Bid No. 23/24-01NS, South Orange County Purchasing Group - Processed Commodity, Commercial, Snack & Beverage Products
- g. Receive Bids/Award Contract for Bid No. 23/24-05MO, Unit Cost Pricing for Asphalt

- h. Receive Bids/Award Contract for Bid No. 23/24-06MO, Unit Cost Pricing for Roofing

9. CONSENT CALENDAR - Education Services

- a. Annual Submission of the School Plan for Student Achievement (SPSA) Plans for the 2024-25 School Year

10. CONSENT CALENDAR - Human Resources

- a. Certificated Personnel Action Report 2023-24/16
- b. Classified Personnel Action Report 2023-24/16

11. CONSENT CALENDAR - Information Technology

- a. Authorize the Utilization of Education Technology Joint Powers Authority (Ed Tech JPA) Master Contract for the Purchase of a Nutrition Management System
- b. Authorize the Utilization of Education Technology Joint Powers Authority (Ed Tech JPA) Master Contract for the Purchase of a Nutrition Management System – Menu Planner

12. CONSENT CALENDAR - Special Education

- a. Special Education Settlement Agreement(s)
- b. Special Education Reimbursement(s)
- c. Special Education Master Contract(s) 2023-24
- d. Special Education Master Contract(s) 2024-25
- e. Agreement with Orange County Superintendent of Schools to Provide Special Education Programs and Services for Individuals with Exceptional Needs
- f. Coalition for Adequate Funding for Special Education

13. CONSENT CALENDAR - Superintendent

- a. Conference Attendance
- b. Accept Donations

14. CONSENT CALENDAR RESOLUTIONS - Roll Call

Approve Consent Calendar Resolution Item Nos. 14.a. – 14.e.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

- Paul Bokota - Yes
- Lauren Brooks - Yes
- Jeff Kim - Yes
- Katie McEwen - Yes
- Cyril Yu - Yes
- a. Resolution No. 23-24-32: Education Protection Account for Fiscal Years 2023-24 and 2024-25
- b. Resolution No. 23-24-33: To Establish Temporary Interfund Transfers of Special or Restricted Funds
- c. Resolution No. 23-24-34: Authorization of Signatures

- d. Resolution No. 23-24-35: Authorization of Accounts Payable Batch Approvers
- e. Resolution No. 23-24-36: Non-Reelection of Temporary Certificated Employees- Summer Session

15. FACILITIES CONSENT CALENDAR

Approve Facilities Consent Calendar Item Nos. 15.a. – 15.e.

Motion made by: Paul Bokota

Motion seconded by: Jeff Kim

Voting:

- Paul Bokota - Yes
- Lauren Brooks - Yes
- Jeff Kim - Yes
- Katie McEwen - Yes
- Cyril Yu - Yes

- a. Additional Architectural Services for Classroom Expansion at Oak Creek Elementary School
- b. Additional Architectural Services for Classroom Expansion at Stonegate Elementary School
- c. Architectural Design Services for the Playground Structure at Westpark Elementary School
- d. Receive Bids/Award Contracts – Cadence Park School Restroom Renovation 2024
- e. Review of Public Information Meeting Held for the Kindergarten Classroom Expansion and Placement of One (1) “Villa-Style” Modular Classroom Building at Canyon View Elementary School

16. ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Item Nos. 9.a. Annual Submission of the School Plan for Student Achievement (SPSA) Plans for the 2024-25 School Year, 10.a. Certificated Personnel Action Report 2023-4-/16, and 13.b. Accept Donations.

Minutes:

Member Kim commented on various School Plan for Student Achievement Plans that he reviewed and extended his appreciation as to the focus of the schools for the upcoming year. Member Kim then recognized appointed interim Stonegate Principal Christin Samura.

Member McEwen recognized Soles4Souls for their donation of 250 pairs of shoes for McKinney Vento and Foster youth students, and extended her appreciation to the vendor and staff in coordinating the donation on behalf of the Board.

Motion made by: Katie McEwen

Motion seconded by: Jeff Kim

Voting:

- Paul Bokota - Yes
- Lauren Brooks - Yes
- Jeff Kim - Yes
- Katie McEwen - Yes
- Cyril Yu - Yes

17. ITEMS OF BUSINESS

a. **Public Hearing: Special Education Local Plan Area (SELPA) 2024-25 Local Plan: Annual Service Plan and Annual Budget Plan**

After holding a public hearing, adopt the Irvine Unified School District SELPA 2024-25 Local Plan: Annual Service Plan and Annual Budget Plan.

Minutes:

Melanie Hertig, Executive Director of Special Education, presented the Special Education Local Plan Area (SELPA) 2024-25 Local Plan, which consists of the Annual Service Plan and Annual Budget Plan. She began by providing an overview of what a SELPA is and noted that adopting the SELPA Local Plan means each participating local educational agency agrees to fulfill the duties and responsibilities assigned within it. The last revision to the Local Plan was three years ago. Since then, a new template has been provided by the California Department of Education. The 2024-25 Local Plan consists of four sections and several attachments.

Section A of the Local Plan includes contacts and certifications, while Section B covers governance and administration. This section outlines the geographic area served, the regional governance administrative structure, responsibilities of governance and SELPA staff, the policymaking process, the role of the County Office of Education, charter school participation, Community Advisory Committee (CAC) representation and participation, identification of the administrative unit, contractual agreements with other service providers, roles of the responsible local agency, specialized equipment, policies, procedures and programs. Melanie highlighted the subsections that changed, including demographics, assurances including policy, procedures, and programs, and significant changes to the CAC, which reflect changes to membership structure and revised bylaws.

Next, she outlined the Local Plan requirements for the Annual Budget Plan and Annual Service Plan, which requires the plans be adopted at a public hearing held within the SELPA. The plans must identify expected expenditures and include descriptions of services and the physical locations where the services will be provided. They must demonstrate that all individuals with exceptional needs have access to services and instruction appropriate to meet their needs, as specified in their individualized education programs.

She reviewed the Annual Service Plan service codes and descriptions, as well as the Annual Budget Plan tables. Tables one and three depict projected revenue for the 2024-25 school year, with the state projected to provide \$39 million (28.4%), the federal government projected to provide \$6.7 million (4.9%), and the balance of \$91.9 million (66.7%) provided locally by the District, for a total anticipated revenue of \$137.7 million. In comparison to the previous year, the state had provided roughly 30% of funding, with federal contributions at 8.25%, and district contributions at 61%. She reminded there is a federal mandate to provide 40% of the needed revenue, but that remains unfunded.

Tables two and four outline the budget by object code, with \$44.5 million (32%) budgeted for certificated salaries, \$35 million (25.5%) for classified salaries, and \$32.8 million (24%) for employee benefits. The remainder of the budget is allocated toward supplies, services and operations, and indirect costs, amounting to a total of \$137.7 million.

In closing, she highlighted the 2024-25 CAC Annual Goals, approved by the CAC on May 23, 2024, which includes parent training regarding the special education process, informal and formal opportunities to support parents, support for inclusive practices and activities at school sites and district events, and support for members to attend the annual SELPA and CAC legislative advocacy day in Sacramento.

The Board members thanked Melanie for her efforts supporting families and students with special needs and asked what more could be done to support her efforts. Melanie responded that continued advocacy is needed to increase state and federal funding for special education services.

President Yu opened the public hearing at 7:19 p.m., received no comments and closed the public hearing at 7:20 p.m.

Motion made by: Paul Bokota

Motion seconded by: Jeff Kim

Voting:

Paul Bokota - Yes

Lauren Brooks - Yes

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

b. Special Education Community Advisory Committee (CAC) Bylaws

Approve the revised Special Education CAC bylaws, as revised.

Minutes:

Various recommended edits, in consultation with the CAC members, to the Special Education Community Advisory Committee Bylaws were discussed as follows:

On page 1, relocate the subsection “(g)” under Article 3.1 in line with the other subsections and add “pursuant to E.C. section” prior to the education code “52063” on the same line; further add “and” following “52063” and again add “E.C. section” prior to “42238.01” at the end of the sentence in same subsection, which is on the top of page 2.

On page 2, correction of the subsection “(g)” adjusts the following two subsections’ headers to “(h)” and “(i)” respectively. Under Article 4.1 (a) add “shall be parents” prior to “of individuals with exceptional needs” at the end of the sentence. Under Article 4.2, add “by the CAC members;” after “All applications submitted shall be considered,” capitalize “B” in “board” for consistency, and add “by the CAC members” at the end of the sentence of the same article. In Article 4.3 (a), add “and the requirements of E.C. section” prior to “56192”.

On Page 3, Article 4.3 (c), add the sentence, “Grounds for removal include violation of the requirements set forth in the Professional Conduct form or any other basis as determined by a majority of the CAC members,” after the existing sentence and prior to the reference to the Professional Conduct form. In Article 4.4, add “individual responsible for administrating the” prior to “Special Education Local Plan Area” and add “or his or her designee” following that.

Lastly, on page 5, Article 7.1, add “who are not members of the CAC” prior to “to complete tasks or short-term projects.” In Article 8.1., add “of the CAC members” to the end of the first sentence following “simple majority vote.”

Motion made by: Paul Bokota
Motion seconded by: Katie McEwen
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

c. Public Hearing: Resolution No. 23-24-37: Confirming the Engineer's Report for the Levy and Collection of the Irvine Unified School District Recreation Improvement and Maintenance District and the Assessment Diagram Connected Therewith; and Ordering the Levy and Collection of Assessments for Fiscal Year 2024-25 - Roll Call

After holding a public hearing and considering all comments, adopt Resolution No. 23-24-37, confirming the Engineer's Report and the levy of assessments for fiscal year 2024-25, in connection with the Irvine Unified School District Recreation Improvement and Maintenance District pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code, and as provided by Article XIID of the California Constitution.

Minutes:

President Yu opened the public hearing at 7:32 p.m., received no comments and closed the public hearing at 7:33 p.m.

Motion made by: Paul Bokota
Motion seconded by: Katie McEwen
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

d. Adoption of the IUSD LCFF Budget Overview for Parents, 2023-24 Annual Update, 2024-25 LCAP, ESSA Federal Addendum and Local Performance Indicator Self-Reflection Report

Adopt the IUSD LCFF Budget Overview for Parents, 2023-24 Annual Update, 2024-25 LCAP, ESSA Federal Addendum and Local Performance Indicator Self-Reflection Report.

Motion made by: Paul Bokota
Motion seconded by: Jeff Kim
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

e. Adoption of the IUSD 2024-25 Budget

Adopt the 2024-25 Budget as presented and direct staff to forward the appropriate documentation to the Orange County Department of Education.

Motion made by: Katie McEwen
Motion seconded by: Paul Bokota
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

f. Emergency Permit Required - Declaration of Need for Fully Qualified Educators

Adopt the "Declaration of Need for Fully Qualified Educators" authorizing the employment of teachers holding emergency permits for the 2024-25 school year.

Motion made by: Jeff Kim
Motion seconded by: Katie McEwen
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes

18. PUBLIC COMMENTS

Minutes:
None.

19. ADJOURNMENT

The meeting was adjourned at 7:39 p.m.

Motion made by: Lauren Brooks
Motion seconded by: Katie McEwen
Voting:

Paul Bokota - Yes
Lauren Brooks - Yes
Jeff Kim - Yes
Katie McEwen - Yes
Cyril Yu - Yes