

MEETING MINUTES

Irvine Unified School District Administration Center
5050 Barranca Parkway, Irvine, CA 92604
6:00 PM Closed Session / 6:30 PM Regular Meeting

Voting Members

Lauren Brooks, Board Member
Katie McEwen, Board President
Cyril Yu, Board Member

1. CALL TO ORDER

President McEwen called the meeting to order at 6:00 p.m.

2. CLOSED SESSION PUBLIC COMMENTS

Minutes:
None.

3. CLOSED SESSION

The Board adjourned to closed session at 6:01 p.m.

a. Public Employee(s) Discipline/Dismissal/Release/Resignation [Government Code Section 54957]

The Board met with staff to discuss public employee discipline/dismissal/release/resignation.

b. 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.

4. RECONVENE REGULAR MEETING - 6:30 PM

President McEwen reconvened the meeting at 6:33 p.m.

5. PLEDGE OF ALLEGIANCE / ROLL CALL

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

Members Present:

Lauren Brooks
Katie McEwen
Cyril Yu

Members Absent:

Jeff Kim (excused)
Connie Stone (excused)

Staff Present:

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

President McEwen appointed Member Brooks as Acting Clerk.

6. REPORT OF CLOSED SESSION DISCUSSION / ACTION

President McEwen reported on the discussion in Closed Session including the motion by Member Brooks and second by Member Yu, carried 3-0 with Members Brooks, McEwen, and Yu voting to approve the Last Chance Agreement with Eight Days Unpaid Suspension between the District and classified employee No. 64821.

7. APPROVAL OF MINUTES

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

February 15, 2025 - Regular Meeting

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

8. ADOPTION OF AGENDA

Adopt agenda, as presented.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

9. PUBLIC COMMENTS

Minutes:

None.

10. SUPERINTENDENT'S REPORT

Minutes:

Superintendent Parham commended staff for the successful launch of the District's summer programs, which currently serve over 4,700 students across various academic and enrichment tracks. She highlighted the growth of the Irvine Adult Transition Program (IATP), noting its new student-led vocational initiatives and the upcoming addition of three classroom buildings. She recognized the 49 student artworks featured at the 2025 Junior Art Exhibit in Laguna Beach. In closing, she noted that staff remain busy in preparation for the upcoming school year, with year-round schools resuming in one week, and she encouraged families to utilize the back-to-school and social wellness resources available on the District website.

11. BOARD MEMBER ANNOUNCEMENTS AND ACKNOWLEDGMENTS

Minutes:

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

12. CONSENT CALENDAR

Approve Consent Calendar Item Nos. 13.a. – 18.a.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

13. CONSENT CALENDAR - Business Services

- a. Check Register Report
- b. Contract Services Action Report 2025-26/01
- c. Purchase Order Detail Report
- d. Authorize the Utilization of California Multiple Award Schedule (CMAS) Contract No. 4-25-06-1067 for Elevator Preventive Maintenance & Repair Services
- e. Liability Lawsuit Settlement Agreement (#IUSD 22-16)

14. CONSENT CALENDAR - Education Services

- a. Quarterly Report on Complaints Pursuant to Ed. Code 35186(d)
- b. Strong Workforce Program (SWP) K12 Pathway Improvement Grant (Round 7)
#10007572

15. CONSENT CALENDAR - Human Resources

- a. Certificated Personnel Action Report 2025-26/01
- b. Classified Personnel Action Report 2025-26/01

16. CONSENT CALENDAR - Information Technology

- a. Data Privacy Agreement Report 2025/26-01
- b. Authorize the Utilization of California Multiple Award Schedule (CMAS) Contract for the Purchase of Information Technology Office Products and Supplies, Hardware, and Software
- c. Exercise Option to Extend the Piggyback Authorization for the Purchase of Microsoft Licensing
- d. Authorize the Utilization of Education Technology Joint Powers Authority (Ed Tech JPA) Master Contract for the Purchase of a Project Management System

17. CONSENT CALENDAR - Special Education

- a. Special Education Settlement Agreement(s)
- b. Special Education Reimbursement(s)

- c. Special Education Master Contract(s) 2025-26

18. CONSENT CALENDAR - Superintendent's Office

- a. Conference Attendance

19. CONSENT CALENDAR RESOLUTIONS - Roll Call

Approve Consent Calendar Resolution Item Nos. 19.a. – 19.b.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

- a. Resolution No. 25-26-08: Non-Reelection of Temporary Certificated Employees - Summer Session
- b. Resolution No. 25-26-09: Signature Authorization and Submission of the 2024-2025 California Career Technical Education Incentive Grant (CTEIG) Program

20. FACILITIES CONSENT CALENDAR

Approve Facilities Consent Calendar Item Nos. 20.a. – 20.f.

Motion made by: Cyril Yu

Motion seconded by: Lauren Brooks

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

- a. Architectural Design Services for Classroom Expansion at Beacon Park School
- b. Architectural Design Services for Classroom Expansion at Solis Park School
- c. Authorization for the Purchase of a Three (3) Classroom Modular Building at Cadence Park School
- d. Authorization to lease Two (2) Relocatable Classroom Buildings at Oak Creek Elementary School
- e. Contract Renewal for Bid No. 2024/25-02FA Purchase of Storage Sheds & Misc. Items
- f. Change Order Requests for Portola High School Expansion – Phase 2

21. ITEMS REMOVED FROM THE CONSENT CALENDAR

22. ITEMS OF BUSINESS

- a. **Public Hearing: Irvine Chinese Immersion Academy Charter Petition - 2025 Material Revision**

Convene a public hearing regarding the 2025 Material Revision submitted by the Irvine Chinese Immersion Academy and consider the level of support for the charter petition.

Minutes:

Irvine Chinese Immersion Academy Executive Director, Benson Kwok, commenced the charter school's material revision presentation by providing the school's mission and values. He outlined the proposal to expand to grades 6 through 8, noting high demand from parents for middle school continuity, continued academic momentum, and a trusted environment for social-emotional growth. He highlighted the school's recent CAASPP scores in Math and English Language Arts, noting that grades K-2 are taught 70–90% in Mandarin.

Next, he highlighted various events and increasing enrollment since the school's opening in 2022, mentioning a waitlist of over 200 students. The expansion would add upper grades one year at a time using existing students. To support this growth, the school plans to lease additional facilities, likely utilizing nearby classrooms in the short term. ICIA obtained more than 250 community signatures in support of the charter's material revision. In closing, ICIA students shared their school experiences.

Board members inquired regarding opportunities for electives with a small middle school enrollment, the immersion model, long-term facility plans, and differentiation and academic support for students.

President McEwen opened the public hearing at 7:10 p.m.

Speaking to the topic:

Brooke Bui
Dara Mullarkey
Victor Chu
Yi Yang Spalding
Randy Chang
Janice O'Toole
Linda Tang

Following Public Comment, President McEwen Closed the public hearing at 7:29 p.m.

b. Annual Review of District-wide Continuous Improvement Efforts for 2025-2026

Approve the Continuous Improvement Efforts for 2025-2026, as presented.

Minutes:

Assistant Superintendent of Education Services, Stan Machesky, presented the 2025-26 Continuous Improvement Efforts, beginning with an overview of the initiative's history since 1980. He shared the draft plan and announced the return of the Student Shadowing program. This program allows staff to experience a student's daily routine firsthand, supporting the District's focus on enhancing students' sense of belonging as a foundational element of social-emotional health. While in a recent survey, 79% of students report that teachers make an effort to connect with them, the District aims to learn from the remaining 21% to ensure all students feel included.

Lauren Sipelis, Director of Advanced Learning and Differentiation, highlighted the "Student Shadowing 2.0" program, which will commence this fall. Site leaders will identify 5–10 interested teachers per school to participate. Teachers will select students to shadow, focusing on various subgroups such as English language learners, advanced learners, and students new to the District. She outlined the project timeline, which is set to conclude toward the end of the upcoming school year, and reviewed the Indicators of Educational Equity as they relate to previous Continuous Improvement Efforts.

In closing, Stan reviewed updates to the draft plan, highlighting districtwide, schoolwide, and teacher goals centered on creating a sense of belonging through inclusive practices.

Board members expressed appreciation for the return of the Student Shadowing program, noting its history of driving effective change. They encouraged participating teachers to shadow students for as much of the day as possible—including zero period and after-school athletics—to fully appreciate the breadth of student activities and responsibilities.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

c. First Reading - Proposed Revision to Board Policy 0460: Local Control Accountability Plan

Approve for second reading and adoption proposed revisions to Board Policy 0460: Local Control Accountability Plan.

Minutes:

The Board waived the second reading and approved the proposed revisions to Board Policy 0460: Local Control Accountability Plan.

Motion made by: Katie McEwen

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

d. First Reading - Proposed Revision to Board Policy 5125: Pupil Records

Approve for second reading and adoption proposed revisions to Board Policy 5125: Student Records.

Minutes:

The Board waived the second reading and approved the proposed revisions to Board Policy 5125: Student Records.

Motion made by: Katie McEwen

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

e. First Reading - Proposed Revision to Board Policy 5131.6: Substance Abuse

Approve for second reading and adoption proposed revisions to Board Policy 5131.6: Alcohol and Other Drugs.

Minutes:

The Board waived the second reading and approved the proposed revisions to Board Policy 5131.6: Alcohol and Other Drugs.

Motion made by: Katie McEwen

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

f. First Reading - Proposed Revision to Board Policy 6181: Student Evaluation

Approve for second reading and adoption proposed revisions to Board Policy 5121: Evaluation of Student Achievement.

Minutes:

The Board waived the second reading and approved the proposed revisions to Board Policy 5121: Evaluation of Student Achievement.

Motion made by: Katie McEwen

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

23. FACILITIES ITEMS OF BUSINESS

a. Resolution No. 25-26-01: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 01-1 - Roll Call

Acting as the governing body of Community Facilities District No. 01-1, adopt Resolution No. 25-26-01 authorizing and providing for the levy of special taxes within Community Facilities District No. 01-1 for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

b. Resolution No. 25-26-02: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 04-1 - Roll Call

Acting as the governing body of Community Facilities District No. 04-1, adopt Resolution No. 25-26-02 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-1 for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

c. Resolution No. 25-26-03: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 04-2 Woodbury Improvement Area A - Roll Call

Acting as the governing body of Community Facilities District No. 04-2, adopt Resolution No. 25-26-03 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-2 (Woodbury) Improvement Area A for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

d. Resolution No. 25-26-04: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 04-2 Woodbury Improvement Area B - Roll Call

Acting as the governing body of Community Facilities District No. 04-2, adopt Resolution No. 25-26-04 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-2 (Woodbury) Improvement Area B for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

e. Resolution No. 25-26-05: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 06-1 Portola Springs - Roll Call

Acting as the governing body of Community Facilities District No. 06-1, adopt Resolution No. 25-26-05 authorizing and providing for the levy of special taxes within Community Facilities District No. 06-1 (Portola Springs) for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes

Katie McEwen - Yes

Cyril Yu - Yes

f. Resolution No. 25-26-06: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 08-1 Stonegate Apartments - Roll Call

Acting as the governing body of Community Facilities District No. 08-1, adopt Resolution No. 25-26-06 authorizing and providing for the levy of special taxes within Community Facilities District No. 08-1 (Stonegate Apartments) for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes
Katie McEwen - Yes
Cyril Yu - Yes

g. Resolution No. 25-26-07: Authorizing and Providing for the Levy of Special Taxes within Community Facilities District No. 09-1 - Roll Call

Acting as the governing body of Community Facilities District No. 09-1, adopt Resolution No. 25-26-07 authorizing and providing for the levy of special taxes within Community Facilities District No. 09-1 for fiscal year 2025-26.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes
Katie McEwen - Yes
Cyril Yu - Yes

24. PUBLIC COMMENTS

Minutes:

None.

25. CLOSED SESSION (AS NECESSARY)

Minutes:

None.

26. ADJOURNMENT

The meeting was adjourned at 8:49 p.m.

Motion made by: Lauren Brooks

Motion seconded by: Cyril Yu

Voting:

Lauren Brooks - Yes
Katie McEwen - Yes
Cyril Yu - Yes