

## MEETING MINUTES

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### Voting Members

Paul Bokota, Board Clerk

Jeff Kim, Board Member

Katie McEwen, Board Member

Cyril Yu, Board President

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### 1. CALL TO ORDER

President Yu called the meeting to order at 5:00 p.m.

### 2. CLOSED SESSION PUBLIC COMMENTS

Minutes:

None.

### 3. CLOSED SESSION

The Board adjourned to closed session at 5:01 p.m.

#### a. Public Employee Performance Evaluation [Government Code Section 54957]

The Board met with the Superintendent and Assistant Superintendents to review the Superintendent's Goals and Objectives for 2023-24.

### 4. RECONVENE REGULAR MEETING - 6:30 PM

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

### 5. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE / ROLL CALL

The Pledge of Allegiance to the Flag of the United States of America was led by Member Bokota and was followed by a moment of silence in memory of Information Technology PC Specialist, Todd Roettele.

#### Members Present:

Paul Bokota

Jeff Kim

Katie McEwen

Cyril Yu

#### Members Absent:

Lauren Brooks (excused)

#### 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

Raianna Chavez, Executive Assistant to the Superintendent

**6. REPORT OF CLOSED SESSION DISCUSSION / ACTION**

President Yu reported on the discussion in Closed Session.

**7. APPROVAL OF MINUTES**

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

May 7, 2024 - Regular Meeting

Motion made by: Paul Bokota

Motion seconded by: Jeff Kim

Voting:

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

**8. ADOPTION OF AGENDA**

Adopt agenda, as presented.

Motion made by: Katie McEwen

Motion seconded by: Paul Bokota

Voting:

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

**9. PUBLIC COMMENTS**

Minutes:

Deanna Yadollahi addressed the Board regarding full-time hours and benefits for ineligible employees.

Geneva Bailey addressed the Board regarding Special Education.

Debra Kamm addressed the Board regarding transparency.

JB addressed the Board regarding issues.

Anonymous addressed the Board regarding issues.

**10. SUPERINTENDENT'S REPORT**

Minutes:

Superintendent Walker provided brief comments, thanking staff for another successful year of various offerings for summer school, including those with our partner IPSF and others to provide summer opportunities for families. It takes a lot of staff to run these programs, and we are grateful for their support. Additionally, we may be one of the few, if not the only, district in Orange County to have year-round schools; we have four starting tomorrow. He also expressed appreciation for the year-round staff for their efforts in being prepared to welcome students.

**11. ANNOUNCEMENTS AND ACKNOWLEDGMENTS**

Board members Bokota, Kim, 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: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

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

## **13. CONSENT CALENDAR - Business Services**

- a. Check Register Report
- b. Contract Services Action Report 2024-25/01
- c. Purchase Order Detail Report
- d. Exercise Option to Extend the Contract for Bid No. 22/23-01NS, Kitchen Equipment

## **14. CONSENT CALENDAR - Education Services**

- a. Field Trips and Excursions
- b. Participation in Outdoor Education Science Camps for the 2024-25 School Year
- c. Quarterly Report on Complaints Pursuant to Ed. Code 35186(d)

## **15. CONSENT CALENDAR - Human Resources**

- a. Certificated Personnel Action Report 2024-25/01
- b. Classified Personnel Action Report 2024-25/01

## **16. CONSENT CALENDAR - Information Technology**

- a. Piggyback Authorization – Microsoft Licensing
- b. Data Privacy Agreement Report 2024/25-01
- c. Authorize an Extension in the Utilization of California Network and Telecommunications (CALNET) Contract C4-LEG-12-10-TS-01 for the Purchase of Voice and Data Services

## **17. CONSENT CALENDAR - Special Education**

- a. Special Education Settlement Agreement(s)
- b. Authorization for the Executive Director of Special Education to Process Due Process Hearings, Legal Proceedings, and Settlements through the Office of Administrative Hearings

## **18. CONSENT CALENDAR - Superintendent**

- a. Conference Attendance

## **19. FACILITIES CONSENT CALENDAR**

Approve Facilities Consent Calendar Item Nos. 19.a. – 19.e.

Motion made by: Jeff Kim

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Absent

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

- a. Authorization of Month-to-Month Lease of Two (2) Relocatable Classroom Buildings at Eastwood Elementary School – Placed Summer 2019
- b. Authorization of Month-to-Month Lease of Two (2) Relocatable Classroom Buildings at Eastwood Elementary School – Placed Summer 2023
- c. Authorization to Lease Three (3) Relocatable Classroom Buildings and One (1) Custom Ramp with Extension at Beacon Park School
- d. Receive Bids/Award Contract for Bid No. 2024/25-02FA Purchase of Storage Sheds & Misc. Items
- e. Receive Bids/Award Contracts – Portola High School Expansion Phase 2 REBID Bid Package 07 – Heating, Ventilation and Air Conditioning and Bid Package 10 – Doors and Hardware

## **20. ITEMS REMOVED FROM THE CONSENT CALENDAR**

Minutes:

None.

## **21. ITEMS OF BUSINESS**

### **a. Annual Review of District-wide Continuous Improvement Efforts for 2024-2025**

Approve the Continuous Improvement Efforts for 2024-2025, as presented.

Minutes:

Cassie Parham, Assistant Superintendent of Education Services, presented an overview of the review process for the District-wide Continuous Improvement Efforts for 2024-25. Throughout the 2023-24 school year, the Continuous Improvement Council conducted three meetings to examine data from listening tours, which consisted of in-depth interviews with students, staff, and parents, along with results from the Annual Survey. Key findings from these discussions highlighted the schools' positive environment and a desire for more consistent implementation of Excellence, Equity, Diversity, and Inclusion (EEDI) efforts.

In February, the Council focused on refining the process, emphasizing the importance of capturing diverse perspectives, especially from students. Between February and April, they completed an additional 47 listening tours and reconvened to discuss the data, noting successes such as a sense of community and productive communication among students, parents, and staff. However, areas requiring improvement were also identified, including transparency in handling discrimination and cultural representation within the curriculum.

The Council generated several recommendations, such as expanding EEDI training, enhancing communication about EEDI initiatives, and exploring parental engagement strategies to better understand parent engagement with our schools. They concluded

that the focus for the 2024-25 school year should continue to focus on fostering inclusive school environments that promote empathy and cultural awareness among students.

Board members commended the Continuous Improvement Council for their ongoing review of data, active listening to stakeholders, and their commitment to look beyond successes to focus on continuously improving efforts to better understand diverse perspectives and strengthen connections.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

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

**b. Public Employee Contract Approval - Assistant Superintendents**

After orally reporting a summary recommendation for the final action on compensation and benefits, accept the Superintendent's recommendation to approve contract extensions for Assistant Superintendents John Fogarty, Brianne Ford, Eamonn O'Donovan, and Cassie Parham, effective July 1, 2024 through June 30, 2027.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

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

**22. FACILITIES ITEMS OF BUSINESS**

**a. Resolution No. 24-25-01: 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. 24-25-01 authorizing and providing for the levy of special taxes within Community Facilities District No. 01-1 for fiscal year 2024-25.

Motion made by: Paul Bokota

Motion seconded by: Jeff Kim

Voting:

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

**b. Resolution No. 24-25-02: 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. 24-25-02 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-1 for fiscal year 2024-25.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

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

**c. Resolution No. 24-25-03: 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. 24-25-03 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-2 (Woodbury) Improvement Area A for fiscal year 2024-25.

Motion made by: Paul Bokota

Motion seconded by: Katie McEwen

Voting:

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

**d. Resolution No. 24-25-04: 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. 24-25-04 authorizing and providing for the levy of special taxes within Community Facilities District No. 04-2 (Woodbury) Improvement Area B for fiscal year 2024-25.

Motion made by: Paul Bokota

Motion seconded by: Jeff Kim

Voting:

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

**e. Resolution No. 24-25-05: 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. 24-25-05 authorizing and providing for the levy of special taxes within Community Facilities District No. 06-1 (Portola Springs) for fiscal year 2024-25.

Motion made by: Katie McEwen

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Absent

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

**f. Resolution No. 24-25-06: 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. 24-25-06 authorizing and providing for the levy of special taxes within Community Facilities District No. 08-1 (Stonegate Apartments) for fiscal year 2024-25.

Motion made by: Jeff Kim

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Absent

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

**g. Resolution No. 24-25-07: 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. 24-25-07 authorizing and providing for the levy of special taxes within Community Facilities District No. 09-1 for fiscal year 2024-25.

Motion made by: Katie McEwen

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Absent

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes

**23. PUBLIC COMMENTS**

Minutes:

None.

## **24. CLOSED SESSION**

Minutes:

None.

## **25. ADJOURNMENT**

The meeting was adjourned at 7:31 p.m.

Motion made by: Katie McEwen

Motion seconded by: Paul Bokota

Voting:

Paul Bokota - Yes

Lauren Brooks - Absent

Jeff Kim - Yes

Katie McEwen - Yes

Cyril Yu - Yes