

## **Regular Board Meeting Minutes (Wednesday, February 14, 2024)**

### **Members present**

George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe  
Darion Cooper, Student Board Member

### **Members absent**

Courtnei Calhoun, Student Board Member

## **1. Opening Items - 5:00 PM**

### **1.01 Call To Order**

The meeting was called to order at 5:00 PM.

### **1.02 Public Comment on Closed Session Agenda**

There were no comments.

## **2. Closed Session**

### **2.01 Closed Session Agenda (Ms. Castro)**

The meeting was adjourned to Closed Session at 5:00 PM.

## **3. Student Recognition - 6:15 PM**

### **3.01 Student Recognition: Heights Elementary School - Improved Assessment Scores (Ms. Francis)**

The student recognition began at 6:15PM.

Ms. Francis announced that 26 scholars made 100% or more of their annual growth goal on the i-Ready Math Benchmark 2. She explained that i-Ready is the district benchmark assessment that provides comparable data to the CAASPP.

Scholars were presented with a certificate of acknowledgement and took pictures with the Board and Superintendent.

## **4. Recall to Open Session - 6:30 PM**

### **4.01 Pledge of Allegiance**

The meeting recalled to open session at 6:32 PM with the pledge of allegiance.

### **4.02 Land Acknowledgement to the Chupcan Tribe of the Bay Miwok**

President Moreno shared a land acknowledgment statement.

### **4.03 Agenda Reorganization**

None.

## **5. Closed Session Report / Action**

### **5.01 Personnel Action Report, [Labor Negotiations - as applicable] (Ms. Castro)**

Ms. Castro announced the Board approved the Personnel Actions as presented.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

Ms. Castro announced that by a vote of 5 to 0 with 0 abstentions, the Board approved the appointment of Kandice Griffin as Vice Principal at Heights Elementary.

Motion by De'Shawn Woolridge, second by Destiny Briscoe.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

Ms. Castro announced the following dedicated service retirements:

Thomas Arbuckle Teacher at Pittsburg HS with special commendation for 28 years of dedicated service to the staff and students of PUSD

Donna Binkowski Teacher at Foothill Elementary with special commendation for 20 years of dedicated service to the staff and students of PUSD

Diane Klaczynski Teacher at Hillview Junior High with special commendation for 25 years of dedicated service to the staff and students of PUSD

Janet Low Teacher at Parkside Elementary with special commendation for 20 years of dedicated service to the staff and students of PUSD

The Board shared excitement to welcome Ms. Griffin to Pittsburg Unified School District.

Dr. Schulze welcomed Ms. Griffin and shared excitement on her appointment.

#### **5.02 Litigation [as applicable]**

None.

### **6. Comments**

#### **6.01 Public Comments: Items Not on the Agenda**

Public Comment: Jim Craft shared that STS Academy would celebrate their remodeled building with a robust program for summer school and shared that he hoped the District would join their program.

#### **6.02 Superintendent Comments (Dr. Schulze)**

Dr. Schulze thanked Leticia Preciado-Gomez for organizing the District's first Literacy Fiesta hosted at Willow Cove Elementary. She shared that it was a wonderful celebration where families left with many books. She added that the food bank and Contra Costa County Library were present as well. She noted that there would be another Literacy Fiesta held in March

In addition, she thanked Human Resources, principals, and teachers who attended the District's internal job fair. She noted that it was a great way for the District to showcase what is in the District and give onlookers a chance to see what is going on in Pittsburg as they make their decision about where they would go.

Lastly, she shared a reminder that Friday and Monday were holidays in recognition for Lincoln's and Presidents Day, and all schools and District Offices would be closed.

#### **6.03 Student Board Member Comments (Ms. Calhoun)**

Ms. Calhoun was not present.

#### **6.04 Student Board Member Comments (Mr. Cooper)**

Mr. Cooper shared that at Black Diamond High School, their Job Readiness class would begin and would focus on resume writing, mock interviews, and job skills. He added that the iReady testing was completed, and the school would be assisting with FAFSA applications.

## **6.05 Board Member Comments (Trustees)**

Trustee Briscoe wished everyone a Happy valentine's day and a happy Black History Month. She shared that in Honor of Black History Month, she would acknowledge Black figures that contributed a number of inventions. She shared a summary of many inventions created by Black figures.

Trustee Sims wished everyone a happy Black History Month.

President Moreno wished everyone a happy Valentine's Day and Black History Month.

## **7. Information / Reports / Discussion**

### **7.01 Presentation: Early Literacy Program Update (Ms. Velasco)**

Ms. Velasco, Ms. Kampel, Ms. Dix, Ms. Farzan, Ms. Manshak, Ms. Lynn, Ms. Azevedo, Ms. Diaz, and Ms. Smith, shared an update on Early Literacy in the District.

Ms. Dix shared that when working with twin sisters in 2020, there were notable differences in their benchmark placements. She noted that the data provided information on the differences between the scholars. Data showed that one scholar would require additional interventions to prevent the gaps from widening.

Ms. Mancheck presented District data for 1, 2, and 3<sup>rd</sup> graders for the beginning of the year of 2023-2024. She noted that data showed that there was improvement since Pre-COVID, and also showed where the gaps were. She noted that coaches met to discuss and analyze data.

Ms. Lynn explained that the scope and work literacy coaches do included professional development, Wonders Program curriculum, and reading a lot to stay ahead of the curve. At the school site level, coaches partner with teachers and administrators, and hold site based professional development. She noted that there were 22 new teachers in grade levels K-3 as well. She added that parent collaboration has been important. She shared that barriers included the inflow of teachers, credential programming not teaching curriculum, student attendance.

Ms. Dix shared data of one scholar showing the progress. She noted that the improvement was a result of interventions and progress monitoring.

Ms. Velasco explained that next steps would include focusing on 3 cornerstone comprehension strategies of Collaborative Text Reconstruction, Collaborative Summarizing, and Sentence Unpacking. She added that ongoing professional development would focus on updating created guides, Week of Welcome, and developing teacher capacity to deliver grade level curriculum focused on knowledge building and comprehension.

Trustee Briscoe shared the importance of collaborating with families and added that she liked that the teaching of phonics was being taught.

Trustee Sims thanked staff for bringing qualitative data because that is important to her and asked to know what interventions are provided to English Language learners and which gaps staff see.

Ms. Diaz shared that staff look at desegregated data and focus on students who have a high need and group them by need and for universal access time and offer differentiated instruction through their day for at least 30 minutes.

Ms. Velasco shared that the most frequent struggle is blending sounds which prevents scholars from reading fluently and has been one of the most difficult skills for students to master. She added that staff pull smaller groups of students throughout the District and intentionally built a good blending routine as well.

Trustee Sims asked staff to provide an acronym glossary to better understand the presentation.

Vice President Woolridge asked if there was an opportunity for scholars to receive skill recovery in the summer.

Ms. Velasco explained that summer school would be focused on reading comprehension.

Vice President Woolridge asked which parent supports were offered and suggested partnering with Adult Education to aid the work done in the school or also offering webinars for parents.

Ms. Velasco shared that the District held a literacy fiesta at Willow Cove Elementary and would be offering the same program in March again. She noted that during that time, the District would also promote registration dates for preschool.

Trustee Miller shared that the staff have done a great job.

President Moreno thanked the staff for the presentation. He asked that the Board also receive 3-year beginner data for African American scholars and English Language Learners as well.

Dr. Schulze thanked staff for presenting and for the work they have done. She shared that many literacy coaches have done the work since the beginning and have become experts and have stayed current with the research and ahead of the curve and have become a model for continuous improvement.

## **7.02 Presentation: LCAP Mid-Year Update (Dr. Farr)**

Dr. Farr presented the LCAP Mid-Year review.

Dr. Farr explained that Senate Bill 114 (2023) added a requirement for LEAs to present a report on the annual update to the Local Control and Accountability Plan (LCAP) and Budget Overview for Parents (BOP) on or before February 28 each at a regularly scheduled meeting of the governing board or body of the LEA. The report must include all available midyear outcome data related to metrics identified in the current LCAP, and all available midyear expenditures and implementation data on all actions identified in the current LCAP.

He shared in detail the impact to the budget overview for parents, LCAP Metrics, LCAP Expenditures and Implementation, and the 5 priority areas/ 6 Goals. He shared that LCAP metrics showed that some of the work was still in progress and the outcome was unknown. When looking at expenditures, similarly to the metrics, the work was also in progress.

He shared actions and updates for all LCAP Goals that included highlights of actions for each goal. In addition, Dr. Farr presented highlights and challenges.

In closing, Dr. Farr explained that the District was committed to implementing the LCAP to provide the necessary services to all scholars.

Trustee Sims thanked Dr. Farr and noted that the District has done a lot of good work and thanked staff for all of the work.

President Moreno shared that his biggest concern was the data and shared that he understood that the work was in progress.

Trustee Briscoe shared that it was a wonderful presentation and thanked Dr. Farr.

### **7.03 Budget Balancing Presentation (Mr. Haria)**

Mr. Haria shared a detailed presentation on District Budget Balancing. His presentation included information on the Governor's January Budget, ESSER funds, enrollment, Average Daily Attendance (ADA), and other budget assumptions.

Mr. Haria explained that there is a need to balance the District's budget for the Multi-Year Projections. He shared detailed information on the COLA and Revenue. He presented the Board the District's enrollment projections for the 2023-2024 First Interim and explained that staff would need the Board's guidance on whether they would like to move forward with a Conservative or Moderate projection. Two sets of projections were provided to the District which included a conservative and moderate projection. He added that the District utilizes the conservative enrollment projection. The projection showed a wide gap between the two. Initially, projections showed a decline and the District actually experienced an increase.

Mr. Haria shared that he would ask the Board for guidance on enrollment and ADA.

He asked for the Board to provide guidance on whether they would like to use the moderate or conservative projection.

The Board discussed the options and agreed to choose the 92.5% ADA option.

Dr. Schulze shared that next steps would be presented February 28<sup>th</sup> and March 6<sup>th</sup>. She added that reduction suggestions would be presented on the February 28<sup>th</sup> meeting and the decision would be made on the March 6<sup>th</sup> meeting.

Mr. Cooper left the meeting at 9:12 PM.

### **7.04 DCG Real Estate Evaluation Presentation (Mr. Haria)**

Mr. Haria shared that with assistance from DCG Strategies, staff would update the Board on the would receive a real estate evaluation of District properties.

Lauren Jennings, DCG Real Estate representative, provided a summary of the District real estate evaluation. She explained that 5 District properties were assessed and shared that some of the properties were underutilized or were vacant. She noted that the assessment included a School Facility Capacity Review and Development Feasibility to review current zoning and general plan designations on select District-owned properties to identify alternative uses and current restrictions, and provide a value estimate for specific properties. Assessment findings were shared with the Board.

President Moreno shared that he believed the Board would receive information on the value of the properties.

Dr. Schulze shared that the information would be presented in a Closed Session.

**7.05 Memorandum of Understanding between PAEC and Pittsburg Skilled Nursing Facility (Dr. Lockwood)**

Dr. Schulze explained that the Memorandum of Understanding between Pittsburg Adult Education Center (PAEC) and Pittsburg Skilled Nursing Facility would allow students to do their nursing practicum.

**7.06 2024 CSBA Delegate Assembly Election (Dr. Schulze)**

Dr. Schulze announced that it was the time of the year where the Board would be able cast their vote for candidates for the 2024 CSBA Delegate Assembly Election.

President Moreno noted that three seats were open and added that there were three candidates.

The Board discussed the candidates and agreed to Time of the year for the Board to cast their vote for all three candidates for the three open positions.

**7.07 Updated Board Policies - Legal Status Requirement (4211.2 and 4311.2) and Recruitment and Selection (4211 and 4311) (Ms. Castro)**

Dr. Schulze explained that Board Policies that needed to be updated would be brought to the Board. She suggested that if the Board wanted to discuss any of the policies presented, to pull them from the agenda items, and discuss them during a Curriculum or Legislative Subcommittee meeting.

**7.08 Updated Board Policies: 0460-Local Control and Accountability Plan, 0510-School Accountability Report Card, 0520-Intervention in Underperforming Schools, 0520.1-Comprehensive and Targeted School Improvement, 1312.2-Complaints Concerning Instructional Materials, and 5145.3-Nondiscrimination/Harassment. (Mr. Molina)**

There were no Board comments.

**7.09 Updated Board Policies: 6142.5-Environmental Education, 6142.6-Visual and Performing Arts Education, 6142.8-Comprehensive Health Education, 6142.91-Reading/Language Arts Instruction, 6142.92-Mathematics Instruction, 6142.93-Science Instruction, 6143-Courses of Study, and 6177-Summer Learning Programs. (Mr. Molina)**

President Moreno noted that Board Policy 6177 mentioned options and asked that the policy be revised before it was brought back for action.

**8. Consent Items**

**8.01 Minutes for January 31, 2024 (Dr. Schulze)**

Approval of the January 31, 2024 Board minutes.

Motion to approve the consent agenda in accordance with the Recommended Action of each item.

Motioned by De'Shawn Woolridge, seconded by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**8.02 Disposal of Obsolete and/or Surplus Equipment (Mr. Belasco)**

Staff recommended that the Board of Trustees approve the disposal and/or surplus equipment that is no longer functional for use.

Motion to approve the consent agenda in accordance with the Recommended Action of each item.

Motioned by De'Shawn Woolridge, seconded by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

### **8.03 Budget Sub-Committee Meeting Notes (Mr. Haria)**

Staff recommended the Board approve the February 1, 2024 Budget Sub-Committee meeting notes.

Motion to approve the consent agenda in accordance with the Recommended Action of each item.

Motioned by De'Shawn Woolridge, seconded by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

### **8.04 Memorandum of Understanding (MOU) between Contra Costa County Office of Education (CCCOE) and Pittsburg Unified School District (PUSD) 2023-2024 (Ms. Clark)**

Staff recommended the Board to approve the Memorandum of Understanding between the Contra Costa County Office of Education and Pittsburg Unified School District for the 2023-24 school year.

Motion to approve the consent agenda in accordance with the Recommended Action of each item.

Motioned by De'Shawn Woolridge, seconded by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

### **8.05 PROCEDURAL: Approval of Consent Agenda**

Motion to approve the consent agenda in accordance with the Recommended Action of each item.

Motioned by De'Shawn Woolridge, seconded by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

## **9. Action Items (Most action items have previously come before the Board as information and discussed at a previous meeting).**

### **9.01 Contract Renewal with Christy White, a Professional Accountancy Corporation, for the Annual Audit Services (Mr. Haria)**

Staff recommended Board approval of the annual audit contract with Christy White Corporation for the fiscal years ending June 30, 2024, 2025 and 2026.

Motion by George Miller, second by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

### **9.02 Overnight Field Trip: PHS Marching Showband to Southern California on December 6-11, 2024 (Mr. Whitmire)**

Staff recommended the Board approve the PHS Band Overnight Field Trip to Southern California on December 6-11, 2024

Motion by Destiny Briscoe, second by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.03 Overnight Field Trip: PHS Travel Club trip to Washington DC & New York City April 1-5, 2024 (Mr. Whitmire)**

Staff recommended the Board approve the Overnight PHS Field Trip to Washington DC & New York City April 1-5, 2024

Motion by Taylor Sims, second by George Miller.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.04 Increase Contract between Covelo Group Inc. and Pittsburg Unified School District for the 2023-2024 school year (Ms. Thomas)**

Staff recommended the Board approve the contract between Covelo Group Inc. and Pittsburg Unified School District for the 2023-2024 school year.

Motion by Destiny Briscoe, second by De'Shawn Woolridge.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.05 Contract for Special Education students enrolled in Non-Public, Non-Sectarian schools addition of a new NPS School to the list of schools (E.C. 56365) for the 2023-2024 School Year (Ms. Thomas)**

Staff recommended the Board approval for Building Connections Academy and Kadiant Land Park Campus to be added to the list of non-public schools to service special education students for the 2023-2024 school year.

Motion by Taylor Sims, second by De'Shawn Woolridge.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.06 Contract with Every Special Child, LLC. and Pittsburg Unified School District (PUSD) for Teacher Services during the 2023-2024 School Year (Ms. Thomas)**

Staff recommended the Board approve the contract between Every Special Child, LLC. and PUSD for Teacher Services for the 2023-2024 school year.

Motion by Taylor Sims, second by De'Shawn Woolridge.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.07 Acceptance of Grant from Contra Costa County Nutrition Education Obesity Prevention Grant to Child Nutrition Department (Ms. Nava)**

Staff recommended the Board accept the grant from Contra Costa County Nutrition Education Obesity Prevention Grant to Child Nutrition Services Department.

Motion by De'Shawn Woolridge, second by Taylor Sims.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.08 Acceptance of Donation from Achilles Tiu of an upright washing machine (Mr. Belasco).**



Staff recommended that the Board of Trustees accept the donation of the upright washing machine from Achilles Tiu.

Motion by De'Shawn Woolridge, second by George Miller.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**9.09 Acceptance of Donation from Shutterfly Lifetouch, LLC to Parkside Elementary (Mr. Varner, Principal)**

Staff recommended that the Board accept the donation from Shutterfly Lifetouch, LLC to Parkside Elementary in the amount of \$563.77.

Motioned by George Miller, seconded by De'Shawn Woolridge.

Final Resolution: Motion Carries 5/0

Yea: George Miller, Heliodoro Moreno, De'Shawn Woolridge, Taylor Sims, Destiny Briscoe

**10. Communications**

**10.01 Comments from the Public, Community Organizations, Employee Representatives**

There were no comments.

**11. Board Requests**

**11.01 Information Requests**

Trustee Briscoe requested a list of Black History events taking place at school sites.

Vice President Woolridge requested to know which CSI categories Rancho Medanos JHS qualified for.

Trustee Sims requested acronym glossary for the Early Literacy presentation.

**11.02 Agenda Requests**

Vice President Woolridge requested an agenda item for the Class of 2020 Committee to share their proposal.

Trustee Sims requested an agenda item to discuss potential workforce housing.

Dr. Schulze shared that the workforce housing information could be presented during the Facilities Workshop.

**12. Next Board Meeting / Future Events / Adjournment**

**12.01 Next Regular Board Meeting - February 28, 2024**

The meeting was adjourned at 9:50 PM.