

**Contra Costa County Board of Education  
Policy Committee Meeting  
MINUTES  
October 2, 2023**

**MEMBERS**

Mike Maxwell, Area 4 Trustee- Committee Chair  
Anamarie Avila Farias, Area 3 Trustee- Committee Co-Chair

**STAFF PRESENT**

Lynn Mackey, Superintendent  
Natalia Ciccone, Executive Assistant to the Superintendent and Board

**1. CALL TO ORDER**

**1.1 The Committee Chairperson will Call the Meeting to Order**

Mike Maxwell called the meeting to order at 1:11 p.m.

**1.2 Roll Call**

All Committee members present.

**1.3 Approval of Agenda**

Agenda approved as presented.

**2. GENERAL INFORMATION**

**2.1 General Information**

**3. PUBLIC COMMENT**

**3.1 Public Comment**

None.

**4. POLICY COMMITTEE**

**4.1 Approval of Minutes – July 10, 2023**

Committee approved the July 10, 2023, minutes as presented.

**4.2 AR/SP 6159 – Individualized Education Program**

Superintendent Mackey introduced new Administrative Regulation and Superintendent Policy 6159 Individualized Education Program. The policy is a mandated policy and ensures that IEPs are individualized for each student. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

**4.3 AR/SP 6159.1 – Procedural Safeguards and Complaints for Special Education**

Superintendent Mackey introduced new Administrative Regulation and Superintendent Policy 6159.1 Procedural Safeguards and Complaints for Special Education. The policy is a mandated policy and delineates the process of notification of assessment to the parent/guardian and the procedure for disagreement. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

**4.4 SP 6159.2 – Nonpublic, Nonsectarian School and Agency Services for Special Education**

Superintendent Mackey introduced new Superintendent Policy 6159.2 Nonpublic, Nonsectarian School and Agency Services for Special Education. The policy is mandated and addresses when students are placed in non-public or agency for special education and related services, and verification of the institution. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

**4.5 AR/SP 6159.3 – Appointment of Surrogate Parent for Special Education Students**

Superintendent Mackey introduced new Administrative Regulation and Superintendent Policy 6159.3 Appointment of Surrogate Parent for Special Education Students. The policy is mandated and addresses appointing a surrogate parent/guardian for special education students in the case of foster children and children experiencing homelessness, and

the process of appointing someone. The policy relates only to CCCOE programs and not county/district programs. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

#### **4.6 AR/SP 6163.2 – Animals in School**

Superintendent Mackey introduced new Administrative Regulation and Superintendent Policy 6163.2 Animals in School. The policy is mandated and relates to animal programs at schools would be through an established program or community group that is trained to work with animals and students. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

#### **4.7 BP/EX 6163.4 – Student Use of Technology**

Superintendent Mackey introduced new Board Policy and Exhibit 6163.4 Student Use of Technology. The policy is mandated and replaces Board Policy and Administrative Regulation 5300. The policy covers acceptable uses, informs there is monitoring of technology, and provisions for cyberbullying and hacking. The exhibit also includes parent/guardian notification and permission to use CCCOE technologies. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

#### **4.8 BP/AR 6171 – Title I Programs**

Superintendent Mackey presented proposed changes to Board Policy and Administrative Regulation 6171 Title I Programs. The policy is mandated and applies to CCCOE programs receiving Title I funding. The policy includes how funds must be applied and how eligibility is determined. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

#### **4.9 BP 6179 – Supplemental Instruction**

Superintendent Mackey introduced new Board Policy 6179 Supplemental Instruction. The policy is mandated and required offering supplemental instruction and support to assist students who are struggling in order to achieve grade0level academic standards. The committee approved to present the policies for first reading to the full Board at the next Board meeting.

#### **4.12 Policies for Elimination**

Superintendent Mackey proposed eliminating the following policies: AR 7150 Prohibition of Alcohol; AR 7250 Access to County Special Centers; and AR 7430 Limitation of Use of Facilities. The policies proposed for elimination do not apply to current CCCOE programs, are out of date with current statute or have been incorporated into other policies.

#### **4.13 Future Agenda Items**

Remaining 6000s  
CSBA Gamut updates

### **5. ADJOURNMENT**

#### **5.1 Adjournment**

Committee Chair Mike Maxwell adjourned the meeting at 1:39 p.m.