

**Contra Costa County Board of Education**  
**MINUTES**  
**BOARD OF EDUCATION MEETING – JOINT MEETING**  
**BOARD OF EDUCATION AND COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION**  
**December 13, 2023**

**MEMBERS**

Consuelo Lara, Area 1 Trustee  
Sarah Butler, Area 2 Trustee  
Anamarie Avila Farias, Area 3 Trustee  
Mike Maxwell, Area 4 Trustee  
Annette Lewis, Area 5 Trustee  
Daphne Milich, Student Trustee  
Sophia Nguyen, Student Trustee

**STAFF PRESENT**

Lynn Mackey, County Superintendent of Schools  
Daniela Parasidis, Deputy Superintendent, Business Services  
Natalia Ciccone, Exec. Asst. to the Superintendent and Board  
Michelle Kiernan, Exec. Asst. to the Superintendent and Board  
Cynthia Schwerin, Assistant County Counsel  
Neil McChesney, Coordinator, Charter School Oversight

**1. CALL TO ORDER**

**1.1 The President will call the meeting to order**

Board President Consuelo Lara called the Board meeting to order at 5:00 p.m.

**2. GENERAL INFORMATION**

**2.1 General Information**

**3. OPENING PROCEDURES**

**3.1 Roll Call**

Seven Board Members were present.  
Trustee Farias arrived at 6:41 p.m.

**3.2 Agenda Review and Adoption**

Action: Approve agenda as amended. Move 9.1 (Reorganization of the Board of Education – Elect President and Vice President) and board organization voting items (9.2-9.6) to after the arrival of Trustee Farias.

Motion by Annette Lewis, second by Mike Maxwell

Yes: Sarah Butler, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: Anamarie Avila Farias

Final Resolution: Motion Passes

**3.3 Board Meeting Minutes – November 15, 2023 – ACTION**

Action: Adopt minutes as amended.

Motion by Mike Maxwell, second by Annette Lewis

Yes: Sarah Butler, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: Anamarie Avila Farias

Final Resolution: Motion Passes

### **3.4 Land Acknowledgement**

Trustee Lara read the Land Acknowledgement.

### **4. CLOSED SESSION**

**4.1 None.**

### **5. RECOGNITIONS**

None.

### **6. CONSENT AGENDA**

#### **6.1 Consent Agenda**

Items listed under Consent Agenda are considered routine and will be approved by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Agenda upon the request of a member of the Board or Superintendent and acted upon separately.

**6.2 Consider Granting of a Contra Costa County High School Diploma to Adult School Student CCAS1-121323 (BERGER) – ACTION**

**6.3 Consider Granting of a Contra Costa County High School Diploma to Adult School Student CCAS2-121323 (BERGER) – ACTION**

**6.4 Consider Granting of a Contra Costa County High School Diploma to Adult School Student CCAS3-121323 (BERGER) – ACTION**

**6.5 Consider Granting of a Contra Costa County High School Diploma to Community School Student GGCS1-121323 (BERGER) – ACTION**

**6.6 Consider Granting of a Contra Costa County High School Diploma to Community School Student GGCS2-121323 (BERGER) – ACTION**

**6.7 Consider Granting of a Contra Costa County High School Diploma to Community School Student GGCS3-121323 (BERGER) – ACTION**

**6.8 Consider Granting of a Contra Costa County High School Diploma to Community School Student GGCS4-121323 (BERGER) – ACTION**

**6.9 Consider Granting of a Contra Costa County High School Diploma to a Court School Student MM1-121323 (BERGER) – ACTION**

**6.10 Consider Granting of a Contra Costa County High School Diploma to a Court School Student MM2-121323 (BERGER) – ACTION**

**6.11 Temporary County Certificates (TCCs) – November 2023 – (GONZALES)**

Action: Adopt consent agenda as presented.

Motion by Mike Maxwell, second by Annette Lewis

Yes: Sarah Butler, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: Anamarie Avila Farias

Final Resolution: Motion Passes

### **7. PUBLIC COMMENT**

#### **7.1 Public Comment**

Debbie Heinzmann, Teacher

### **8. PUBLIC HEARINGS**

None.

### **9. BUSINESS/ACTION ITEMS**

#### **9.7 Charter Schools Update (MCCHESENEY) – INFORMATION**

Neil McChesney, Charter Schools Oversight Coordinator, presented an update to the Board members, including updates to questions by Board members regarding leadership change at Clayton Valley Charter High School, follow up questions

regarding Contra Costa School of Performing Arts and upcoming LCAP presentations. McChesney introduced representative from Clayton Valley Charter High School and Manzanita Middle School for their annual LCAP presentations. These presentations are an opportunity for the charter schools to inform the Board members of their current performance and progress with focus on their most recent LCAPS and their goals, actions and expenditures associated with it.

Executive Director and Principal Jim Trombley and Director of Business Services Martin Coyne presented the 2023-24 LCAP for Manzanita Charter Middle School. Director of Curriculum and Instruction Kathleen Coakley and Chief Business Officer Adrienne Barnes presented the 2023-24 LCAP for Clayton Valley Charter High School.

### **9.8 2023-24 First Period Interim Report (PARASIDIS) – INFORMATION/ACTION**

The California Education Code provides that each school district and county office of education complete an interim financial report for the period ending October 31 of each fiscal year. The interim report is to be reviewed at a County Board of Education meeting. Daniela Parasidis, Deputy Superintendent, presented the 2023-24 First Interim report for the County Office of Education which details the financial condition of the County Office of Education and compares current year projected expenditures and revenues to the Board approved operating budget. The report results in a Positive Certification indicating that the Contra Costa County Office of Education will meet its financial obligations for the current and two subsequent fiscal years.

Motion by Mike Maxwell, second by Sarah Butler

Yes: Sarah Butler, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: Anamarie Avila Farias

Final Resolution: Motion Passes

### **9.9 Investment Activities Report (PARASIDIS) – INFORMATION**

Daniela Parasidis, Deputy Superintendent, Business Services, presented the County School Service Fund (CSSF) Investment Activities for the quarter ending September 30, 2023.

### **9.10 Labor Agreement Proposals - PEU (MACKEY for GONZALES) – INFORMATION**

Local agreement proposals were presented to the Board: initial proposal from PEU Local One/AFSME Council 57 for reopener agreement; and initial Management proposal for reopener agreement with representatives of the Classified Unit. Superintendent Lynn Mackey presented the proposals on behalf of Assistant Superintendent Norma Gonzales, Human Resources, in accordance with Board Policy 4135.31 regarding the public noticing of collective bargaining proposals. The Board will schedule a public hearing at the next regularly-scheduled meeting in order to receive public input.

### **9.11 Policy Standing Committee: Second Reading & Review (MACKEY) – ACTION**

Superintendent Lynn Mackey introduced proposed changes for second reading to Board policies recommended by the Policy Committee. The following policies were presented for second reading by the full Board: BP 0410 Nondiscrimination in County Office Programs and Activities; BP 3580 County Office of Education Records; BP 5145.3 Nondiscrimination/Harassment; BP 6143 Courses of Study; BP 6146.1 High School Graduation Requirements; and BP 6146.11 Alternative Credits Towards Graduation. Superintendent Mackey also presented policies for elimination as recommended by the Policy Committee: BP 2000 Concept and Roles in Administration; BP 2120 Organization Chart(s); BP 2231 Policy/Regulation/Bylaw Development; BP 2400 Care of County Office Records; BP 2435.1 Function of County Superintendent in Destruction of Records; BP 2435.2 Function of County Superintendent in Relation and Disposal of Records; BP 2435.5 Function of County Superintendent in Classification of Records; BP 2435.6 Function of County Superintendent: Permanent Records (Class I); BP 2435.7 Function of County Superintendent: Optional Records (Class II); BP 2435.8 Function of County Superintendent: Disposable Records (Class III); BP 2435.9 Function of County Superintendent: Retention Period of Disposable Records (Class III); BP 2435.10 Function of County Superintendent: Transfer of Records; and BP 2435.11 Procedure to be Followed in the Destruction of Records.

Action: Approve policies as presented.

Motion by Mike Maxwell, second by Annette Lewis

Yes: Sarah Butler, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: Anamarie Avila Farias

Final Resolution: Motion Passes

### **9.12 CCBE Updates (LEWIS) – INFORMATION/DISCUSSION**

Trustee Lewis shared updates about changes that were announced at the CSBA AEC Conference in December about the CCBE. The CSBA Board of Directors voted to cancel the memorandum of understanding with CCBE which takes effect on January 29, 2024, at which time the CCBE will no longer exist as an entity. The delegate assembly will be asked to change the CSBA bylaws to remove references to the CCBE in May and will add a Region 14 to represent county board members. CCCBE leadership will be working with CSBA to plan how best to move forward.

### **9.13 AEC Conference Updates (BUTLER) – DISCUSSION/INFORMATION**

Board members who attended the 2024 CSBA AEC Conference in San Francisco (Nov. 30-Dec. 2) reported to the full Board their reactions, feedback and analysis of the conference.

### **9.1 Reorganization of the Board of Education - Elect President and Vice President – ACTION**

The Board nominated and voted for candidates to fill the positions of President and Vice President for the Board of Education with the term beginning Dec. 13, 2023. Per BB 9100, at the organizational meeting, the County Board shall: 1) Elect a president and vice president from its members. Per BB 9121, the Contra Costa County Board of Education shall elect a president from among its members to provide leadership on behalf of the County Board and the educational community it serves. Superintendent Mackey also recognized Trustee Lara for serving the Board as President during the last year. Trustee Maxwell immediately assumed his new role as Board president. Trustee Farias was voted Vice President of the Board.

Action: Elect Trustee Maxwell to President for one-year term beginning December 13, 2023.

Motion by Anamarie Avila Farias, second by Sarah Butler

Yes: Sarah Butler, Anamarie Avila Farias, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: None

Final Resolution: Motion Passes

Action: Elect Trustee Farias to Vice President for one-year term beginning December 13, 2023.

Motion by Annette Lewis, second by Mike Maxwell

Yes: Sarah Butler, Anamarie Avila Farias, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: None

Final Resolution: Motion Passes

### **9.2 Acting as the County Committee on School District Organization, elect officers for County Committee on School District Organization for 2024 – ACTION**

BB 9600 states: “The County Board of Education acts as the County Committee on School District Organization. Where no legal provisions exist as to the governance of the County Committee on School District Reorganization, it will be governed by existing bylaws applicable to the County Board of Education.” Historically, the board members elected as the officers for the County Board of Education also hold the same offices on the County Committee.

Action: Acting as the County Committee on School District Organization, elect Maxwell, Farias for County Committee on School District Organization for 2024.

Motion by Annette Lewis, second by Sarah Butler

Yes: Sarah Butler, Anamarie Avila Farias, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None  
Absent: None  
Final Resolution: Motion Passes

**9.3 Announcement of Superintendent as Secretary and Executive Officer to County Board – INFORMATION**

Per BB 9100, at the organizational meeting, the County Board announced County Superintendent Lynn Mackey as secretary and executive officer to the County Board.

**9.4 Authorize Board Signers – ACTION**

Per BB 9100, at the organizational meeting, the County Board authorizes signers on behalf of the Board. The Board approved President Maxwell and Vice President Farias to be authorized signers.

Action: Board will vote on County Board authorized signers: Maxwell and Farias.

Motion by Annette Lewis, second by Consuelo Lara

Yes: Sarah Butler, Anamarie Avila Farias, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: None

Final Resolution: Motion Passes

**9.5 Review the 2024 Proposed Schedule of Regular Meetings of the County Board of Education – ACTION**

The Board reviewed and discussed the proposed meeting dates for 2024. The trustees discussed rescheduling the June Board meeting date and agreed to table the conversation and discuss at the January 2024 Board meeting.

Action: Approve calendar of regular board meetings for 2024

Motion by Annette Lewis, second by Anamarie Avila Farias

Yes: Sarah Butler, Anamarie Avila Farias, Consuelo Lara, Annette Lewis, Mike Maxwell, Daphne Milich – Preferential Vote, Sophia Nguyen – Preferential Vote

No: None

Absent: None

Final Resolution: Motion Passes

**9.6 Committee Assignments 2024 – ACTION**

President Maxwell asked the Board members to submit their committee preferences to help with assigning committees. Assignments will be announced at the January 2024 Board meeting.

**9.14 CSBA 2024 Education Workforce Housing 101 Cohort (BUTLER) – DISCUSSION/ACTION**

Trustee Butler presented information to the Board about the CSBA Education Workforce Housing Cohort 101 Workshop announcement which the Board was selected to participate in. Trustee Butler explained the process of selection which included answering a survey distributed by CSBA and interview. The training workshops are designed to help local LEAs to develop strategies and roadmap for creating affordable and inclusive housing options for the education workforce. Board members agreed not to move forward with the cohort and to gather more information for future discussion.

Public Comment:  
Chuck Carpenter

**10. SUPERINTENDENT'S UPDATE**

**10.1 Superintendent's Update**

**11. BOARD UPDATES**

**11.1 Board Standing Committee Reports**

Charter Committee (BUTLER) – Nothing to report

Policy Committee (MAXWELL) – Presented policies for second reading.

Budget Committee (LEWIS) – nothing to report

Legislative Committee (MAXWELL) – Nothing to report

## **11.2 Comments from Board Members**

Anamarie Avila Farias –

- Commented about budget cuts to school districts around the county and the affects it will have
- Invited to participate in a professional development to discuss education and equity

Annette Lewis –

- Attended the annual Marchus School Appreciation Feast on Nov. 16
- Attended the CCBE Board of Directors meeting on Nov. 30 in San Francisco
- Attended the CCBE General Membership meeting on Dec. 1 as reported about the dissolution of the CCBE
- Working with the Contra Costa County Boards of Education planning events to support local school boards

Consuelo Lara –

- Attended CSBA AEC Conference, Nov. 30-Dec. 2

Sarah Butler –

- Attended several site council meetings for Golden Gate Community School, Marchus School and Mt. McKinley School
- Attended CSBA AEC Conference in San Francisco on Nov. 30-Dec. 2
- Attended local school district board meetings via zoom
- Looking forward to attending CCCSBA meeting in January addressing the Governor’s budget and connecting with school board members from around the county

Mike Maxwell –

- Attended Eagle Scouts ceremonies in San Ramon as a representative of someone in education
- Attended a discussion about homelessness at his local church

## **11.3 Comments from Student Board members**

Sophia Nguyen –

- Mentioned during the last meeting that El Cerrito High School climate committee distributed a survey to students and staff last month and the data shows that while most students feel safe on campus and have an understanding of how to handle emergency situations like earth quakes and active shooter drills, they feel there is a lack of communication about things that are happening on campus to students, as well as feeling disconnected to the school community. The committee, along with the staff administrator, are collaborating and brainstorming ideas to address these issues while maintaining a positive and inclusive campus environment.

Daphne Milich –

- Monte Vista High School hosted a discussion for students about Israel and Palestine to give students a place to express themselves without hostility. The discussion as very productive and would like to see other schools take on this model.
- Senior college application season is almost over.

## **11.3 Future Agenda Items**

Update on the arts

More information on bullying prevention resources listed on the CCCOE website

Student board member compensation law that takes effect January 1

Budget process for Golden Gate Schools, an overview explanation

Continue workforce housing discussion

## **12. EVENTS CALENDAR**

### **12.1 Calendar of Events 2023**

### **12.2 Board Meeting Dates 2023**

Next meeting is scheduled for January 24, 2024.

### **13. ADJOURNMENT**

#### **13.1 The President will adjourn the Board meeting**

President Maxwell adjourned the meeting at 8:18 p.m.