



**BURBANK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING**

Thursday, April 16, 2026

**5:00 p.m. - Closed Session**

**6:00 p.m. - Open Session**

Burbank City Hall  
275 E. Olive Ave  
Burbank, California

**AGENDA**

The entire agenda packet is available for review online at [www.burbankusd.org/boemeetings](http://www.burbankusd.org/boemeetings); at the District Office Building, Superintendent's Office, 1900 W. Olive Ave., Burbank, 91506; and at the Reference Desk in all Burbank City Libraries at: 110 N. Glenoaks, Burbank, 91502; 300 N. Buena Vista, Burbank, 91505; and 3323 W. Victory Blvd., Burbank, 91505.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections.

Instructions for Virtual Public Speakers Who Wish to Address the Board:

1. Speakers who wish to provide a Public Comment virtually should sign up at this link: <https://forms.gle/XrYpZ7M2hMb1LJCS7> 3pm on Wednesday, April 15th. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person.
2. The Zoom Webinar will open at 5:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on the day before, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details.
3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled.
4. After a speaker completes their public comment, or if the five-minute (5) time limit has

been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at [www.burbankusd.org/boemeetings](http://www.burbankusd.org/boemeetings)

5. If you would like to make a Public Comment and require Armenian, Spanish, or ASL translation, please email [stephaniebeauregard@burbankusd.org](mailto:stephaniebeauregard@burbankusd.org) prior to 3:00 p.m. the day before the meeting to receive a registration link.

## 2. REQUESTS TO ADDRESS THE BOARD

### 2.a Public Communications on Closed Session Agenda Items (In-Person Only)

An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

### 2.b Staff Responses

### 2.c Board Members' Responses

## 3. CLOSED SESSION

The Board will meet in Closed Session for the purpose of the following:

### 3.a Conference with Labor Negotiator, Pursuant to Government Code Â§54957.6

Agency Negotiator: Jason Hasty

Employee Organizations: Burbank Teachers Association (BTA) & California School Employees Association (CSEA)

### 3.b Public Employee Discipline/Dismissal/Release Pursuant to Government Code Â§54957

## 4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE/LAND ACKNOWLEDGEMENT

When the Board of Education reconvenes in Public Session, the Board may make any required disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

“We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernande±o Tataviam, and First Nations on which we are learning, educating, and living.”

## 5. REPORTING ON CLOSED SESSION

## 6. ADJUSTMENTS TO THE AGENDA

The Board President will announce any requests for adjustments to the meeting agenda.

## 7. ITEMS FOR FUTURE AGENDAS

## 8. PRESENTATIONS / RECOGNITIONS

## 9. REPORTS FROM THE BOARD AND STAFF

### 9.a Student Representatives

Natalie Garibyan, Burbank High School; Haily Hoang, John Burroughs High School; and Hayk Smbatyan, Monterey High School, will report on activities at their respective schools.

9.b Burbank Teacher's Association (BTA), California School Employees Association (CSEA), Burbank Association of School Administrators (BASA)  
Sarah Schwartz; BTA President, Laura Bauman, CSEA President, and Laura Flosi, BASA President will report on association business.

9.c Reports from the Superintendent  
Oscar Macias, Interim Superintendent, will report on items of interest to the Board of Education and the community.

## 10. REQUESTS TO ADDRESS THE BOARD

### 10.a Public Communications on Agenda Items and on Any Subject Within the Jurisdiction of the School Board

An individual or group representative may address the Board of Education on items on the agenda and on any subject within its jurisdiction by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes total may be allotted to each speaker, except by unanimous consent of the Board of Education. The president of the Board of Education has the discretion to prioritize speakers with precedence given to students and employees. The Superintendent may refer the matter to the proper department for review.

### 10.b Superintendent's Comments

Oscar Macias, Interim Superintendent, will respond to public comment.

### 10.c Board Members' Responses

Board Members will respond to public comment.

## 11. REPORTS TO THE BOARD

### 11.a Measure ABC Bond Program Update

Jason Hasty, Interim Assistant Superintendent of Business Services, will present the Measure ABC Bond Program Update to the Board of Education, as presented.

[Measure ABC Bond Program Update 041626.pdf](#)

## 12. NEW AND/OR UNFINISHED BUSINESS

### 12.a Adoption of Resolution 36 proclaiming the month of April 2026 as the Burbank Unified School Districts Arab American Heritage Month

Oscar Macias, Interim Superintendent, recommends that the Board of Education adopt Resolution 36 proclaiming the month of April 2026, as the Burbank Unified School Districts Arab American Heritage Month, as presented.

[Arab American Heritage 2026.pdf](#)

### 12.b Adoption of Resolution 37 Proclaiming May 17, 2026 through May 23, 2026 as Classified Employee Week

Human Resources Services, recommends that the Board of Education adopt Resolution 37 Proclaiming May 17, 2026 through May 23, 2026 as Classified Employee Week, as presented.

[Adoption of Resolution 37 Proclaiming May 17, 2026 through May 23, 2026 as Classified Employee Week.pdf](#)

- 12.c Approval of Resolution 38 “ Authorizing Use of Object 8625 RDA Pass-Throughs to Reimburse General Fund for Portion of Past and/or Current Annual 3% Deposits into Restricted Maintenance Account (RMA)  
Administrative Services recommends that the Board of Education adopt Resolution 38 “ Authorizing Use of Object 8625 RDA Pass-Throughs to Reimburse General Fund for Portion of Past and/or Current Annual 3% Deposits into Restricted Maintenance Account (RMA), and authorize the Superintendent or designee to execute the resolution and any related documents necessary to complete this action pursuant to BUSD-AR 3314, as presented.  
[Resolution 38 - RMA Funding 041626.pdf](#)
- 12.d Approval of Resolution 39 “ Regarding Geographic Usage Restrictions for RDA Pass-Throughs to District per AB 1290  
Administrative Services recommends that the Board of Education adopt Resolution 39 “ Regarding Geographic Usage Restrictions for RDA Pass-Throughs to District per AB 1290, and authorize the Superintendent or designee to execute the resolution and any related documents necessary to complete this action pursuant to BUSD-AR 3314, as presented  
[Resolution 39 - RDA Pass-Through Compliance 041626.pdf](#)
- 12.e Adoption of Resolution 40 Proclaiming April 16, 2026, as School Librarian Day  
Dr. Oscar Macias, Interim Superintendent, Instructional, recommends that the Board of Education adopt Resolution 40 Proclaiming April 16, 2026, as the Burbank Unified School District’s School Librarian Day, as presented.  
[School Librarian Day 2026.pdf](#)
- 12.f Approval of Professional Services Agreement, Mollenhauer Group, Girls Softball Field and Parking Improvements, Land Surveying Services, John Burroughs High School (Measure ABC Bond Fund)  
The Administrative Services Department recommends that the Board of Education approve a professional services agreement between Burbank Unified School District and Mollenhauer Group for the Land Surveying Services for the Girls Softball Field and Parking Improvements at John Burroughs High School, effective April 17, 2026 through April 16, 2027, not to exceed \$58,800.00 (21.0-00000-0-91008-85000-6282-432-0000) Measure ABC Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD-AR3314, as presented.  
[Mollenhauer\\_JBHS\\_Softball\\_Bond.pdf](#)
- 12.g Approval of Amended Contract for QuaverEd Software  
Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education approve the amended contract with QuaverEd, music composition software for students in Kindergarten through Grade 5, funded for a total amount not to exceed \$22,800, effective May 1, 2026 through May 1, 2028, and that authority to sign the agreement be exercised pursuant to BUSD AR 3314, as presented.  
[Approval of Amended Contract with QuaverEd. 04.16.26..pdf](#)
- 12.h Approval of Agreement with YMCA of Metropolitan Los Angeles Burbank for Expanded Learning Programs  
Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of

Education approve the Agreement between the Burbank Unified School District YMCA of Metropolitan Los Angeles -Burbank to provide services for the 2025-2026 Expanded Learning Programs, not to exceed \$235,521 (01.0-26000.0-11100-10012-5810-5480000 from the fiscal year 2024-2025) effective April 17, 2026 through July 31, 2026, and that authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

[YMCA ELOP Agreement 4 16 26.pdf](#)

- 12.i Approval of Revised Job Description, Assistant Superintendent, Human Resources Oscar Macias, Interim Superintendent, recommends that the Board of Education approve proposed changes to the job description for the position of Assistant Superintendent, Human Resources effective 4/17/26, as presented.  
[Approval of Revised Job Description Asst Supt HR 041626.pdf](#)
- 12.j Approval of Boys and Girls Club Agreement for Child Care Paid by Expanded Learning Opportunities Program from July 1, 2026 through June 30, 2027 Peter Knapik, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Agreement between the Burbank Unified School District Boys and Girls Club of Burbank to provide childcare services at a 100% rate reduction paid by the Expanded Learning Opportunities Program (ELOP), not to exceed \$1,900,000.00 (01.0-2600.0-0-00000-27000-5810-7429000), effective July 1, 2026 through June 30, 2027, and that authority to sign this agreement be exercised pursuant to BUSD AR 3314, as presented.

[Agreement with BGCB for ELOP Funding Child Care 2026-27 4 16 26.pdf](#)

- 12.k Second Reading and Approval of Revised Board Policy and Administrative Regulation 6146.1 High School Graduation Requirements Peter Knapik, Assistant Superintendent of Educational Services, will facilitate the Boards second reading and approval of the proposed revision to Board Policy and Administrative Regulation 6146.1 High School Graduation Requirements, as presented

[Second Reading of BP and AR 6146.pdf](#)

- 12.l Acceptance of Gifts Oscar Macias, Interim Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

[Gift Report 041626.pdf](#)

### 13. CONSENT AGENDA

All items on the Consent Agenda are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Agenda at the request of any Board member and acted on separately.

- 13.a Approval of Minutes

[Minutes 3.5.26 UNOFFICIAL AM Amended.pdf](#)

- 13.b Approval of Minutes

[Minutes 3.26.26 UNOFFICIAL AM.pdf](#)

- 13.c Approval of the 2025-2026 Purchase Order Report

Administrative Services recommends that the Board of Education approve purchase orders for 2025-2026 as listed through March 23, 2026, as presented.

[2025-2026 PURCHASE ORDER REPORT.pdf](#)

13.d Warrants Report - March 1, 2026 through March 31, 2026

For informational purposes, Administrative Services submits to the Board of Education the Warrants Report in the total amount of \$7,284,687.92, for warrants issued March 1, 2026 through March 31, 2026, as presented.

[Warrants Report - March 1, 2026 - March 31, 2026.pdf](#)

13.e Miscellaneous Receipts Report - March, 2026

For informational purposes, Administrative Services submits to the Board of Education the Miscellaneous Receipts Report in the total amount of \$5,524,755.59, for receipts from March 1, 2026 through March 31, 2026, as presented.

[Miscellaneous Receipts Report - March 2026.pdf](#)

13.f Amendment of Personnel Report 25-26-15

Human Resources Services recommends that the Board of Education amend the Personnel Report number 25-26-15 covering Certificated and Classified personnel, and consisting of Pages 1 to 11, as presented.

[Amended-Personnel Report 25-26-15.pdf](#)

13.g Approval of Personnel Report 25-26-18

Human Resources Services recommends that the Board of Education approve Personnel Report number 25-26-18, covering Certificated and Classified personnel, and consisting of Pages 1 to 5 inclusive, as presented.

[Personnel Report 25-26-18.pdf](#)

13.h Approval of Williams Settlement Quarterly Report on Uniform Complaints 2025-2026

Peter Knapik, Assistant Superintendent, recommends that the Board of Education approve the Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2025-2026, Report Summary No. 3, January 1, 2026 through March 31, 2026, as presented.

[Williams 4 1 26.pdf](#)

13.i Approval of Instructional Consultant Services

Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education approve the instructional consultant services for on-site student learning support and staff development and exercise authority to sign the agreements pursuant to BUSD-AR 3314, as presented.

[Approval of Instructional Consultant 041626.pdf](#)

13.j Approval of Memorandum of Understanding (MOU) between Burbank Unified School District (Burbank Adult School) and 986 Pharmacy

Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education approve the Memorandum of Understanding (MOU) between Burbank Unified School District (Burbank Adult School) and 986 Pharmacy, as presented.

[BAS 986 Pharmacy 4 16 26.pdf](#)

13.k Approval of Amended Agreement for Ericka Bootchk

Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education approve the amended consultant agreement between Burbank Unified School District and Erika Bootchk to extend the end date of the project, effective March 1, 2025 through May 31, 2026 in the amount of \$9000 for on-site student learning support and staff

development and exercise authority to sign the agreements pursuant to BUSD-AR 3314, as presented.

[Approval of Amended Agreement 041626.pdf](#)

- 13.l Ratification of Memorandum of Understanding (MOU) between Burbank Unified School District-Burbank Adult School and Kay Dermatology  
Peter Knapik, Assistant Superintendent of Educational Services recommends that the Board of Education ratify Memorandum of Understanding (MOU) between Burbank Unified School District-Burbank Adult School and Kay Dermatology as presented  
[BAS KayDermatology Agreement 4 16 26.pdf](#)

- 13.m Approval of Amended Agreement for Professional Services Provided by Alpha Interpreting Agency, Corp. for Special Education Students  
Peter Knapik, Assistant Superintendent of Educational Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Alpha Interpreting Agency, Corp., to provide interpreters/translators for deaf and hard of hearing Special Education students, not to exceed \$2,075,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2025 through June 30, 2026 and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Note: The original approval date was June 18, 2025, for a total not to exceed \$700,000. A second amendment was approved on December 11, 2025, to add \$500,000. Due to increased need, this amendment adds an additional \$875,000 for a new not to exceed amount of \$2,075,000.

[SPED\\_Professional\\_Services\\_Alpha\\_Interpreting\\_Amendment.pdf](#)

#### 14. REPORTS FROM BOARD MEMBERS

##### 14.a Reports from Board Members

Board of Education members will report on items within the jurisdiction of the Board.

#### 15. ADJOURNMENT