Mt. Diablo Unified School District
Budget Advisory Committee (BAC)
Meeting Minutes

Date: Tuesday, December 16, 2025
Time: 5:00 PM
Location: Dent Center, 1936 Carlotta Drive, Concord, CA 94519

Committee Purpose (Board Approved 12/12/06):
The BAC is a 15-member committee advising the Superintendent on budget-related matters with the purpose to:

(a) Understand the budget development process
(b) Recognize how the budget reflects district educational programs
(c) Communicate budget components to constituents
(d) Provide input on budget enhancements and reductions

Note: Membership reduced to 15 in 2022 by the Governing Board (Measure A representative position eliminated)

BAC Members:

- ☐ Leah O'Kelley, Local 1 CST ('28)
- ☐ Alex Zablah, Teamsters ('28)
- ☑ Kipp Penovich, MDEA ('28)
- ☑ John Ferrante, Measure J ('28)
- ☐ Lisa Buffum, CAC ('28)
- ☑ Joanne Durkee, (Mayo) ('28)
- ☐ Lloyd Mason, (Mason) ('28)
- ☐ Heather Martin, (Khaund) ('28)
- ☐ Marc Joffe, (McDougall) ('28)

Board Liaisons:

- ☐ Keisha Nzewi (Board Member)
- ☑ Tom McDougall (Board Member)

Staff:

Gustavo Aguilera, Executive Director of Fiscal Services
Brenda Barbera, Director of Budget, Accounting and Fiscal Compliance
Anastasia Carter, Administrative AssistantCV

Agenda:

1.0 Call to Order / Welcome / Introductions (5 minutes)
The meeting was called to order at 5:06 PM by Gustavo Aguilera. Mr. Aguilera requested that members introduce themselves and identify the organization or group they represent.

2.0 Public Comment
One public comment was received regarding the request for district warrants to be provided in Excel format to improve ease of review and access to information.

3.0 Discussion/Approval: Approval of June 18, 2025 and October 28, 2025 Meeting Minutes
Due to a lack of quorum at the time of consideration, no formal action was taken on the approval of the June 18, 2025 and October 28, 2025 meeting minutes.

4.0 Discussion: Mt. Diablo Unified School District's 2025-26 1st Interim Report
Brenda reviewed Form 01 as part of the 2025–26 First Interim Report, providing an overview of the three sections: Restricted, Unrestricted, and Summary.

5.0 Discussion: Upcoming cycle in Fiscal Year and discussion if the group would like to invite a department to present on certain topics.
Gustavo provided an update on current Fiscal Department activities, including preparation for the Second Interim Report, site budget development, and the status of a pending audit report, subject to a possible extension.
Committee members expressed interest in inviting representatives from the Special Education Department to present and explain the rationale behind the use of restricted funds.

6.0 Planning: Agenda Preparation for Next Meeting
The committee plans to hear from the Special Education representative.

7.0 Adjournment
The meeting was adjourned at 6:10 pm.

Upcoming Meetings:

Date: Tuesday, January 27, 2025
Time: 5:00 PM
Location: Boardroom, Dent Center
1936 Carlotta Drive
Concord, CA 94519

Respectfully submitted,
Anastasia Carter