

**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting: September 12, 2023**  
**MINUTES**

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on September 12, 2023, at 3:30 p.m. at a Regular Board meeting session in person and via Zoom. Board Members present were Melissa Moreno, Shelton Yip, Armando Salud-Ambriz, Tico Zendejas, Elizabeth Esquivel. President Zendejas presided. Superintendent Garth Lewis was present. (Roll Call held).
- 1.2 Indigenous Land Acknowledgement Statement. The land acknowledgement statement was conducted.
- 1.3 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.4 Approval of Agenda.  
Motion to Approve agenda.

**MOTION:** Yip **SECOND:** Moreno **AYES:** Yip, Moreno, Esquivel, Salud-Ambriz, Zendejas **NOES:** None **ABSENT:** None

**2.0 RECOGNITION OF GUESTS AND PRESENTATIONS**

- 2.1 YCOE Employee of the Month – September 2023  
Cindy Nguyen, Interim Executive Director, Human Resources presented the Employee of the Month certificate for September 2023 to Nicole Castrejon. Staff thanked her for her hard work.
- 2.2 Introduction of New Staff  
Marty Remmers, Director, Special Education introduced Eddie Graziano, Principal, Special Education and Sarah Portugal, Principal, Special Education. Both are happy to be at YCOE and for the support received from staff.

**3.0 Public Comment**  
None

**4.0 REPORTS**

4.1 Board Reports

Trustee Esquivel

- Attended Washington USD community school’s kickoff event.
  - Long line of parents to help volunteer.
- Visited YCOE booth at Yolo County fair.
- Attended California County Board of Education (CCBE) conference.
  - As Vice chair helped plan conference.

- Had 200 registrants.
- Very successful. Well attended and received.

Trustee Salud-Ambriz

- Visited the YCOE booth at the Yolo County Fair.
  - Took a picture at the booth and thanked the staff for their work.
- Attended CCBE conference.
  - Took advantage of networking.

Trustee Moreno

- Attended CCBE conference.
  - Seven (7) sessions including safety and creating collaboration and partnerships for various issues in schools and county. Also attended sessions on mental health and digital resources for students and schools.
  - Inspiring to be around other leaders and collaborating with boards to create own projects. Excited about potential conversation at future retreat or working meetings in future on projects.

Vice President Yip

- Attended CCBE conference.
  - Well planned and good information. The planning committee gave great input for this year's sessions.
  - Trustee Esquivel led a powerful panel and provided information that included lobbyists from California School Boards Association (CSBA) and California County Superintendents (CCS), Vice president for California Association of School Business Officials (CASBO).
    - Collaboration was a theme this year.
    - Divided communities need to have collaboration to move agenda forward.
    - Thanked Trustee Esquivel and team for a great conference.

President Zendejas

- He could not attend the conference this year but heard great things.
- Thanked Vice President Yip for being flexible and working with his schedule.
- Thanked the team for all their hard work.

Superintendent

Items discussed included:

- Attended Washington USD community schools kick off event.
  - 800 people attended.
- YCOE hosted annual orientation event.
  - Great time to build relationships.
- YCOE Team attended CSR (Capital Service Region) 3 meeting.

- Great time for networking, collaboration, and to discuss common areas of focus to support COEs.
- Attended Yuba Community College welcome event for new chancellor, Shoan Pan.
  - He is a great champion of collaboration and the TK-12 system.
- YCOE Team attended Woodland Call to Action meeting.
  - Well attended.
  - Great Synergy.
  - Discussed Roadmap project.
- Attended Back to School event for Cesar Chavez Community School.
  - Happy to see families learning more about programs.
- Attended Career Pathways education event in West Sacramento. Governor Newsom attended.
  - Career Pathway bridge gaps between TK- higher education.
  - Washington USD did a great job showcasing programs.
- Met with district superintendents for annual breakfast meeting.
  - Discussed upcoming work with districts in county for this year.
- Attended CCBE conference.
  - Great collaboration with other COEs and CCS.
  - Key legislation passed in budget to sustain programs.
- On Saturday attended a celebration of life for Supervisor Gary Sandy.
  - Blessed to hear from the community and family about contributions to life.
- Discussed YCOE team's current work for recruitment and retention.
  - Shared most recent trifold for recruitment efforts.
  - Thanked staff for hiring and discussed nine (9) strategies that the committee worked on to help with recruitment and retention. Six (6) strategies have been implemented and three (3) are in progress. This includes hosting one-stop shop job fairs where we have hired 24+ new staff members.

## SAT

### Administrative Services

Veronica Moreno, Associate Superintendent, Administrative Services discussed work to fill vacant positions in external and internal departments. Discussed recent posting of a new technology support position which would provide training to help staff learn applications and technology here at Santa Anita building and in classrooms.

### Educational Services

- Maria Arvizu-Espinoza, Associate Superintendent, Educational Services reviewed her Board report.

She also discussed:

- Tour of Capay Valley Health and Community Center.

- Wonderful facility.
- Showed the pride of community sharing space with us.
- Discussed the opening day of school and visits to each school site to deliver cookies.
  - Greengate school had a red carpet and balloons.
  - Parents were beaming.

Committees

Trustee Salud-Ambriz gave an update on the student representative on board. More information to come on compensation and AB 275 on this issue.

- 2.2 Associations  
None.

**5.0 CONSENT AGENDA**

Motion to Approve Consent Agenda.

**MOTION:** Salud-Ambriz **SECOND:** Moreno **AYES:** Salud, Moreno, Esquivel, Yip, Zendejas **NOES:** None **ABSENT:** None

- 6.0 A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the stipulation of the State Instructional Materials Program, and the sufficiency of instructional materials in the Yolo County Alternative Education Programs, Grades 9-12, Fiscal Year 2023-24.**

President Zendejas opened hearing at 4:04 pm and closed hearing at 4:05 pm.

**7.0 ACTION ITEMS**

**ACTION ITEMS**

- 7.1 RESOLUTION #23-24/9 Regarding Sufficiency or Insufficiency of Instructional Materials

Dr. Heather Schlaman, Coordinator, Language and Literacy, presented resolution and update on materials. She also stated that staff are working on giving chrome books to each student to take home in future.

Motion to approve RESOLUTION #23-24/9 Regarding Sufficiency or Insufficiency of Instructional Materials

**MOTION:** Yip **SECOND:** Salud-Ambriz **AYES:** Yip, Salud-Ambriz, Esquivel, Moreno, Zendejas **NOES:** None **ABSENT:** None

- 7.2 RESOLUTION #23-24/10 Indigenous People’s Day, Monday, October 9, 2023

RESOLUTION #23-24/11 National American Indian Heritage Month – November 2023

Trustee Moreno presented these resolutions to Mike Duncan from the Native Dad Network. Resolutions reflect and symbolize improving education across all systems.

Mr. Duncan thanked the Board for the resolutions. He stated that there is great significance in both resolutions for him. He discussed his background and involvement in the education system. He also discussed the true history of Native American people and how the nonprofit Native Dad Network was started in 2012 in Sacramento to improve and support Native men and women in California. He shared information from the mural project which included twelve (12) Yolo County students brought together to learn and share their history and culture. He discussed lineage, family, community, and ancestors from the beginning of time on this land and country which includes a horrific history but stated that it is important to move forward to celebrate and honor.

Motion to approve RESOLUTION #23-24/10 Indigenous People’s Day, Monday, October 9, 2023, and RESOLUTION #23-24/11 National American Indian Heritage Month – November 2023

**MOTION:** Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Salud-Ambriz, Yip, Zendejas **NOES:** None **ABSENT:** None

- 7.3 RESOLUTION 23-24/12 Filipino American History Month  
Vice President Yip presented this resolution. Trustee Moreno commented that there are many Filipino leaders in area and Vice President Yip discussed where he grew up and the Filipino influence/contributions in area and country.

Motion to approve RESOLUTION 23-24/12 Filipino American History Month

**MOTION:** Yip **SECOND:** Moreno **AYES:** Yip, Moreno, Esquivel, Salud-Ambriz, Zendejas **NOES:** None **ABSENT:** None

- 7.4 RESOLUTION 23-24/13 Bullying Prevention Month – October 2023  
President Zendejas presented resolution to Art Garcia, Founder, Youth of One. Mr. Garcia thanked the Board and discussed the Youth of One program that focuses on discipline, respect, and anti-bullying.

Motion to approve RESOLUTION 23-24/13 Bullying Prevention Month – October 2023

**MOTION:** Esquivel **SECOND:** Salud-Ambriz **AYES:** Esquivel, Salud-Ambriz, Moreno, Yip, Zendejas **NOES:** None **ABSENT:** None

- 7.5 Second Reading of Board Policies (9000 series)

Motion to approve Board Policies:

BB 9220 - Governing Board Elections  
BB 9222 - Resignation  
BB 9223 - Filing Vacancies  
BB 9224 - Oath or Affirmation  
BB 9230 – Orientation

**MOTION:** Yip **SECOND:** Moreno **AYES:** Yip, Moreno, Esquivel, Salud-Ambriz, Zendejas **NOES:** None **ABSENT:** None

7.6 2023-24 Grand Jury Report Response

Superintendent Lewis presented this item and discussed the response from YCOE. Trustee Moreno asked for clarification on why YCOE did not agree with the finding regarding the implementation of independent study at the Yolo Education Center. Superintendent Lewis stated that the district was able to respond, and their response is reasonable, and fact based.

Motion to approve 2023-24 Grand Jury Report Response

**MOTION:** Salud-Ambriz **SECOND:** Yip **AYES:** Salud-Ambriz, Yip, Esquivel, Moreno, Zendejas **NOES:** None **ABSENT:** None

8.0 INFORMATION ITEMS

8.1 Head Start/Early Head Start Reports

Shannon McClarin, Director, Early Childhood Education presented this item.

Update:

**Trustee Elizabeth Esquivel left 4:27 pm and returned at 4:30 pm**

- Commented on quote and funding for Montgomery classroom and Head Start shared use area. She also gave a play structure update.
- Extended Greengate play area and added sandbox.
- Alyce Norman school– added sandbox.
- Plainfield – added sandbox.

8.2 Foster Youth Presentation

Sonia Rambo, Director, Prevention and Wellness presented PowerPoint on this issue.

- Recently posted for Outreach Specialist in department.
- Discussed work and events participated in.

Vice President Yip asked about current foster youth data and thanked Ms. Rambo for this information. He also asked about nonpublic placements and does none refer to district or is there no district assigned. Ms. Rambo stated that some youth are from charter schools or public but she would need to do more research in data

to see where they are going to school and who is paying for that.

Trustee Moreno appreciates the big picture of data and the numbers across districts. Do foster youths and families have access to one annual family camp? She stated that it is important to include therapy and activities for youth and adopted families. Also, she asked if there is collaboration with kinship program? Ms. Rambo stated that she is not aware of a camp that another agency provides but it is a great idea. She commented on Woodland Community College and shared that an AmeriCorps service member was hired last month who will be working with foster youth K-12 in different districts on services offered to foster youth which also include life skills and transition to independence.

Trustee Esquivel commented that she is confused about public and nonpublic data? What are the primary ways students are identified and the best practices used in the beginning of the school year? When do numbers look more stabilized? Ms. Rambo discussed the statewide database (Foster Focus) that each district has and reports that list students who are in Yolo County. Staff are also able to verify with district liaison. Liaison works with students to understand rights which include immediate enrollment in school, help with birth certificate, shot records, transportation. Rights are reviewed every year and the bigger districts have liaisons at each school site. In October numbers start to stabilize for foster youth.

Trustee Moreno asked about the current enrollment data (94) and if this is more or less than in the past. Ms. Rambo stated that most of the youth are from our county. Trustee Moreno asked if we are taking care of children here instead of sending them to other counties? Ms. Rambo stated that there are very few youths from another county here since we do not have enough foster homes in Yolo County and some youths are placed in other counties and school systems. Trustee Moreno stated that we need to raise awareness in the county to foster more families.

8.3 Roadmap to the Future Update

Maria Arvizu-Espinoza, Associate Superintendent, Educational Services presented the PowerPoint on the Roadmap to the Future Update. She thanked the board, board of supervisors, staff, and community partners for collaborating on Roadmap. She discussed the Advisory committee and alignment to partnership. Vice President Yip thanked staff for hard work on this project and commented that this is very exciting and necessary to meet needs of students for years. Trustee Salud-Ambriz commented that it would be wonderful to share this information at the CCBE conference. Trustee Moreno thanked Ms. Arvizu-Espinoza for the work and presentation. She also stated that they are working with the Youth Development Network on their role in this project and hearing the youth voice. Trustee Esquivel thanked staff for their work and dedication.

8.4 Consolidated Application Spring Release

Gayelynn Gerhart, Director, Special Projects presented this item. Each year this is presented but it was delayed and released late. This needs to be certified by August 30, 2023.

- 8.5 Quarterly Report of Investments for Period Ending June 30, 2023  
Ms. Frances Palu, Director, Internal Fiscal Services presented this item. No questions from the Board.
- 8.6 Monthly Board Financial Report  
Frances Palu, Director, Internal Fiscal Services presented this item. Trustee Esquivel asked about the increase in health care costs and the impact. Ms. Palu stated that she needs to research that question.
- 8.7 2023 Excellence In Education (EIE) Announcement  
Superintendent Lewis presented this item and shared our EIE award winners for YCOE. The event is on Monday, September 25 at 5 PM.
- 8.8 First Reading of Board Bylaws (9000 Series)  
Superintendent Lewis reviewed the first reading of Board Bylaws (9000 Series):

BB 9240 - Board Development  
BB 9260 - Legal Protection  
BB 9270 - Filling Vacancies  
BB 9310 - Formulation and Adoption of Bylaws and Policies  
BB 9320 - Meetings and Notices

Superintendent Lewis commented that staff is on pace to complete the board bylaws by this year. Also, each time the Board adopts the policies they are posted on the website. Trustee Esquivel had a question on page 170 where it states that the county board shall consult with legal counsel. Does the County board have legal counsel? Superintendent Lewis stated that it would be with the same firm that YCOE uses. Trustee Salud-Ambriz asked if it is same organization but not same legal counsel? Do they have a different attorney. Superintendent Lewis stated it is the same individual from the firm and it does depend on the area of law. General counsel will sometimes refer us to a specialist if it is an issue related to trustee areas. Trustee Moreno wanted to clarify that the legal counsel that YCOE uses is not necessarily for the Board. Superintendent Lewis stated that legal counsel works for the county office of education, but the Board has access if needed. The county board also reserves the right to contract separately but that has not been the practice in the past.

Vice President Yip also was confused about BB 9270 (conflict of interest). He asked if county board members contract with minors (children)? Also stated that it was interesting that the language included family, spouses, and minor children. Can we verify language has not changed or not been updated? Superintendent Lewis stated that staff can get clarification from legal counsel and the nuances with reference.

**President Zendejas left meeting 5:19 pm and returned 5:21 pm**



8.9 January 2024 Board meeting date

Superintendent Lewis stated that this is a very early request for setting the calendar at the December organizational meeting. He would like the Board to consider hosting our regular meeting on January 16 instead of January 9 (second Tuesday of the month) to allow for staff returning from holidays a reasonable amount of time to prepare for the Board meeting. This request will happen at the organizational meeting in December 2023.

8.10 Yolo County Superintendent of Schools' Compensation

President Zendejas presented this item. The committee met two (2) times and reviewed neighboring county superintendent salaries and YCOE staff salary scales. President Zendejas and Vice President Yip created these steps based on these documents. Trustee Salud-Ambriz asked if a step rubric has been used before? President Zendejas stated that there has not been a step plan in the past. The Executive committee recommends using it as a potential framework for the future. Cindy Nguyen, Interim Executive Director, Human Resources was asked about the retention bonus. She stated that it was negotiated with unions for staff that worked last year and are continuing this year. The bonus will be paid in October 2023. She also discussed the health benefits for the county superintendent.

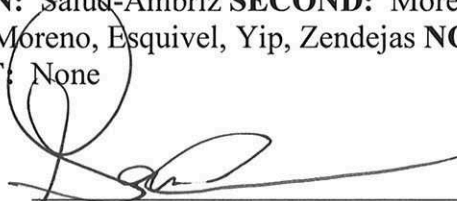
Trustee Moreno asked about steps one to seven (1-7) and do YCOE staff also have steps that have been established. Ms. Nguyen stated that, yes, there are steps for all staff and those are negotiated with bargaining units and initial placement is dependent on years of experience. Trustee Salud-Ambriz asked if the retention bonus is added to all payments? Ms. Nguyen stated that it is a one-time payment that will help us retain staff. He thanked the committee for putting together the package and clarifying information. Ms. Nguyen also stated that three (3) county offices have salary schedules with steps for reference. President Zendejas commented that this is an information item and will come back to the Board next month for action. If there is any feedback, please contact him or Vice President Yip.

9.0 Suggested future agenda items.

- EL RISE – Future meeting.
- Status of Juvenile Hall – Cost and how many students (requested by Trustee Moreno at Board Retreat)

10.0 ADJOURNMENT. The meeting was adjourned at 5:36 PM.

**MOTION:** Salud-Ambriz **SECOND:** Moreno **AYES:** Salud-Ambriz, Moreno, Esquivel, Yip, Zendejas **NOES:** None  
**ABSENT:** None



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Garth Lewis, Superintendent