

YOLO COUNTY BOARD OF EDUCATION
Board Retreat

April 3, 2023

9:00 a.m. – 12:00 p.m.

YCOE Conference Center (Davis Conference Room)

Start time: 9:07 am

- I. Board President Welcome
 - Team Building Exercise (5 min)
 - Energizer
 - What is your why?
 - Each trustee answered the question.
- II. Budget (30 min)
 - Budget Cycle
 - Crissy Huey, Associate Superintendent, Administrative Services and Debra Hinely, Director, Internal Fiscal Services presented information on the Budget Cycle.
 - Trustee Esquivel asked about the three (3) year budget process that begins on April 1.
 - Staff stated that there are challenges you experience with the gap in time, especially with the Head Start federal program and reporting Cost of Living (COLA).
 - Trustee Salud-Ambriz discussed the disconnect as co-chair of the budget committee. Garth stated that this topic will be discussed later in the agenda.
 - Trustee Zendejas asked a question about the October 15 unaudited actuals and if we have received revenue. Ms. Huey stated that the books have not been closed.
 - Ms. Hinely commented that when they close the books the amounts are expended in which they can then set up receivables for anticipated revenue, award funds or contracts for the projected year.
 - Independent auditor looks at books.
 - Trustee Moreno wanted to confirm that this process has been in place for years. Staff stated yes.

Other items discussed included:

- District funding vs. COE funding.
- Woodland JUSD ADA.
- Cesar Chavez and Dan Jacobs student funding explained.

- Trustee Salud asked about Band 1– ADA 0-30,000. Staff explained the different bands.

Trustee Esquivel left at 9:48 am

Returned at 9:55 am

- President Zendejas asked how many districts fall under grant – Ms. Hinely stated that all five (5) districts fall under grant, and they do have a say on how Differentiated Assistance (DA) money is used. The County works side by side with districts on vision and support of funds.
- Trustee Moreno asked if \$600,000 is allocated differently to districts and what the needs are. Staff stated that the dollar amount is not allocated – its services are. County provides one time support, etc.
 - President Zendejas stated that this is from an equity standpoint. District could receive more funds dependent on services.
- Trustee Esquivel asked about the districts hiring support for DA. Superintendent Lewis referred to the Education Code that states that the County Superintendent of Schools provides DA from county. Districts can get a third party at their own expense if desired. He also stated that there are two (2) districts in county currently working on a DA chronic absenteeism strategy.
- Trustee Moreno asked about funds for grants. Are they guaranteed? Staff stated that YCOE does apply for grants and that those grants are usually for alternative education students. There are also grants we apply for every year.
 - Trustee Esquivel asked about the amount for DA – Is it a set amount? Is a formula used. Staff stated that the figures never change for districts that fall under DA. Vice President Yip asked about funding prospects. Ms. Huey commented on the draft formula. How it is solidified and approved to support county offices.
- Audits summarized – Contact Superintendent Lewis for more information.
- Discussed training, travel, and supply budget.
 - Superintendent Lewis asked the Board to look at slides for content if needed.

III. Budget (30 min)

- Training and Travel and Supply Budget
 - Discussed spreadsheet.
 - Discussed CCBE and CSBA conferences.
- Garth presented travel sheets.

- Discussed budget department prior to pandemic. Budget analysis and data from 2016 to 2019-20.
- Discussed terms of travel and conference.
- Trustee Moreno asked what the average spending is and are funds still there? Ms. Huey stated that we don't roll money over.
- Framework discussed.
- Trustee Moreno asked what the average allocation has been in the past. Staff presented data given to the Board on what has been spent in past years at CSBA and CCBE. President Zendejas stated that perhaps it is possible to add one additional conference this year for leadership roles.
- Trustee Moreno stated that there are a few members serving on board for CLSBA and CCBE and those come with additional expenses. Vice President Yip stated the CCBE board retreat as an example of a leadership role.
- Trustee Salud stated that CCBE has recently created the CCBE governance workshop which has not been offered before. Vice President Yip stated that trainings for masters and governance wasn't tailored to county board in the past.
- The total amount for board travel is \$23,000 and President Zendejas would like to prioritize the conferences: CSBA, CCBE, MIG for county board members. He would also like to bring back the dollar amount used for next fiscal year to board retreat for discussion and review. Superintendent Lewis stated that this would be helpful for staff to understand what the parameters and framework are to help make decisions. Trustee Moreno asked if was possible to transfer allocations from trustees that did not use it. Vice President Yip stated that they did not have an allocation for each trustee in the past. Each trustee was usually allowed to go to CSBA and CCBE conferences. She also asked what the average conference spending is and if conference fees were covered if you are presenting? Superintendent Lewis stated that it is different for each conference. Some conferences cover costs and some do not.

Recommendation.

- Setting the dollar amount at \$25,000 or COLA whichever is higher for the Board
 - Prioritize CSBA and CCBE with one leadership conference.
 - Will reassess allocation next year.
- Trustee Moreno asked if this subject should be added to the Board agenda. Superintendent Lewis stated this subject should be part of retreat discussion.
- Allocations and parameters conversation
Criteria was shared on how to become members of other organizations and how to submit requests was reviewed.

Break 10:29
Back at 10:39

IV. Review Mission and Vision Statement of YCOE

- Garth presented the strategic plan and revisited the mission and vision statement process.

Discussed the Roadmap to the Future.

- Goal 3 - Serve students.
- Goal 4 - Ways internal process facilitates efficiency and excellency.
- Goal 5 - Recruit, retain and develop process.
- The board had the opportunity to provide language. YCOE has an upcoming annual retreat with leaders that include unions, and we will look at data to improve focus for upcoming year. Retreat scheduled for June 21 and 22. We will also be looking at the goals of the strategic plan. The board was given the blueprint for student success which aligns with vision and mission.
- Other boards do have a separate vision and mission from COE. Trustee Salud asked about the historical background of Boards having their own mission and vision. Trustee Moreno appreciated review and playing a role in developing and supporting mission and vision of YCOE which is shared with Superintendent.
- Trustee Moreno has three (3) questions regarding the Yolo County educator pipeline.
 1. Role of high schools.
 2. What is the role of Community College Districts (CCD) in supporting this.
 - a. Education courses.
 - b. Early childhood education curriculum.
 3. Two (2) courses to prepare students to think about their career.
 - Superintendent Lewis – Discussed role for high school students and CCD. There is support for building a pipeline in high school.

Trustee Moreno asked about emergency operations, environmental disasters, and shootings. How does this cover targeted students with the lesbian, gay, bisexual, transgender, intersex, queer/questioning, asexual (LGBTQIA)? Data and information are in the safety plans, and it does reflect students, healthy kids survey, and work done on school climate per Superintendent Lewis.

Trustee Moreno asked about the Yolo County Roadmap to the Future and how district superintendent leadership has been responding and were they invited to process? Superintendent

Lewis stated that there are multiple jurisdictions, there are tensions and the notion of voluntary effort. There is no authority to mandate participation since it is by invitation only. Leaders in school districts have helped with understanding issues and providing space for input. We have recently hosted a series of meetings with superintendents and will continue to provide that space.

The Board discussed the breaking barriers statement model being child centered. Trustee Esquivel asked when this model is in place? Staff stated 2021-25. Were there collaborative efforts to design this? She attended the CCBE governance workshop on collaboration and objectives should include a shared mission and goals to incorporate plan. CASBO is also looking at payroll and accounting reporting requirements which many are stating should be eliminated. They are aligned with goal 4 and CASBO is looking at this. President Zendejas concluded discussion by commenting on the strategic plan visuals, vision, mission, and communication.

V. Effective Governance Conversation and Agreements (1 hour)

- Roles of the Board
 - Reviewed page 36 in trustee handbook.
 - Reviewed roles of county board of education.
 - Reviewed President/Vice President terms.
 - Reviewed Bylaw 9100
 - Discussed governing body, superintendents' community advisory council, Head Start, Alternative Education., etc.
 - Reviewed handbook – Trustee Esquivel will work on handbook as CCBE leadership.
 - Roles of board still reflected on website.
- Communication/roles between Trustees and Superintendent
 - When a trustee wants to add an item to the agenda, please contact Superintendent Lewis and Yvette and they will share it with the executive committee. Please call, text, and email any questions.
 - Absences to Board meetings.
 - Please let staff know ahead of time. This is in addition to 1:1 meeting.
 - Presenting resolutions – List of steps to review was shared.
 - Should the Board approve resolution first? Trustee Moreno asked what the steps are for staff prior to meetings. Can the Board have a say which community members present resolutions? Is the staff trying to find someone to present resolution? Staff stated - 1. who is doing outreach since it depends

on the Board member's personal relationship with the possible presenter. 2. Default outreach should be with individual trustees.

- Resolutions are shared two (2) months in advance at the Executive Committee. If the trustee wants to present a certain resolution, please contact the executive committee. Trustee Moreno asked for a list of recurring resolutions so she can identify which she would prefer to present.

President Zendejas stated that he is leaving for a family trip on Wednesday and will not be at next Board meeting. Vice President Yip will run meeting.

Trustee Moreno stated that she plans to submit ethnic studies teaching credential resolution before the meeting tomorrow.

- The Board will also move Trustee Salud's resolution regarding organ donorship to August. Yvette will add this resolution to the recurring list. Trustee Moreno asked if staff could let them know when they are not able to reach the presenter.

- Governance mindset

Superintendent Lewis gave an illustration of a past discussion.

Partnership and collaboration are the benefits of working together.

- Update on Board policies – 9000

Policies will be updated by April 15. Policies will come to Board as a first reading and second reading (adoption).

- Process for supporting/sponsoring bills.

- Potential special projects supported/sponsored by Board.

Trustee Esquivel asked if there is a process now for supporting bills, for example AB 906. Also, she would like to work on allowing a stipend for a student board member.

Superintendent Lewis stated that there are two (2) different processes to support bills - (1) Resolution to support bill (2) Official letter of support of bill from the county office of education comes out of superintendent's office. Decision lies with superintendent on whether to support bill.

Trustees asked is the Board able to support legislation. Can the Board consider being proactive on legislation? Vice President Yip stated that a Board member can support as an individual citizen but should not state that they are supporting on behalf of the Board. The distinction needs to be made.

The Board suggested that Superintendent Lewis check with legal counsel on the legality of this issue. Can the Board provide testimony on a bill as an individual and as a California Latino School Boards Association (CLSBA) regional director? Vice President Yip suggested making it clear who the trustee is representing. Is it possible for the Board to support resolution/policies that leadership does not support. President Zendejas suggested support letters on individual letterhead. There is also a YCBOE letterhead available to the Board to support certain legislation. Yvette will resend the letterhead to the Board.

- Establish ad hoc committee/advisory committee.
Is there a formal process for exploring a student board member per Trustee Esquivel. Vice President Yip described the process in the past. Students and advisory members of school were overseen by COE. Trustee Moreno supports student representative but is concerned about student centered work.

President Zendejas left at 11:53 AM and returned by 11:55 AM

Trustee Moreno stated that there is a lack of work and compensation on this issue. Trustee Esquivel would like her to be a part of the conversation and part of the ad hoc committee on this issue. She would like to explore extra credits for the student representative also. Apparently, San Diego COE allows compensation with students. Trustees would also like to review the legal concerns for compensation to student board members and if they could include high school credit, civics, and community service. Also is there a possibility of gift cards? Trustees Yip and Moreno are interested in participating in this committee.

- For the ad hoc committee there would need to be a limit of less than a majority board per Brown Act.

Trustee Salud made a Motion to extend the meeting to 12:30 pm. Trustee Esquivel seconded this motion.

Trustee Esquivel and Trustee Salud will be on the ad hoc committee to explore student board members.

Superintendent Lewis commented on sub committees – for example the budget committee. In general, we have not established a regular cadence of meetings. Board budget meeting is twice a year, or as needed. It is a meeting with staff prior to the budget approval. Facilities staff have initiated meetings when they feel the Board should be aware of certain items. Trustee Salud stated that he is brand new and does not understand purpose, role. Superintendent Lewis stated that the subcommittee is to engage with staff and have a better understanding of budget, facilities, etc., Also is an opportunity for questions. Facilities, budget, policy, and superintendent compensation committees all

align with board decision making. Trustee Salud requested a presentation on the compensation scale and historical background on trustee's pay. Staff stated it is based on ADA for county.

VI. Conducting a Board Self-Evaluation (20 min)

- Review last self-evaluation completed by Trustees and sample materials.
- Discuss timeline for future self-evaluation.
- Used CSBA survey for county boards. Vice President Yip suggested that the president can bring to the Board an evaluation specific to county boards. The questions on the CSBA survey does not always reflect/pertain to county. President Zendejas can review if the Board will be using same evaluation in January of next year for review at next retreat.

VII. Future Agenda Items (10 min)

- Questions
- Other Items to Address
- Vice President Yip – Discussed article in Sacramento Bee regarding juvenile hall. Now is not the time to reduce alternative education programs. How is it going to impact county juvenile halls? Please have this issue on your radar. There is a need to continue to have discussions on the needs of students in juvenile hall.

Trustee Moreno would like to learn more about the status of juvenile hall. Items include:

- Cost of facility and use?
- How many students are in juvenile Hall?

President Zendejas would like a presentation regarding the Education Code on stipend health benefits access to boards. Do years of service count towards PERS?

VIII. Adjournment

- Meeting adjourned at 12:10 pm
Vice President Yip made a motion to adjourn the meeting and Trustee Moreno seconded.