

*The Yolo County Office of Education will be a countywide and regional leader to support and advocate for equity and access to high-quality educational programs.*

**AGENDA**  
**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting, Tuesday, July 25, 2017, 3:30pm**

**BOARD MEMBERS**

Matt Taylor, President  
Cirenio A. Rodriguez, Vice President  
Bill Owens  
Carol Souza Cole  
Shelton Yip

**LOCATION**

Yolo County Office of Education  
Conference Center  
1280 Santa Anita Court, Suite 120  
Woodland, CA 95776-6127

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call
- 1.2 Pledge of Allegiance
- 1.3 Approval of Agenda
- 1.4 Public Comment

Action

**Posted: July 20, 2017**

*This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Board on any item(s) of business that does not appear on the formal agenda. You may request recognition by completing the form provided at the door.*

*Visitors may also request recognition from the chairperson, to address the Board concerning an item on the agenda by completing the form provided at the door.*

*The Board reserves the right to establish a time limit on these discussions, or to refer them to the next regular meeting for further deliberation.*

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**2.0 REPORTS**

**2.1 Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)**

- a. Board Members
- b. Superintendent
  - 1) YCOE Employee of the Month
- c. Superintendent Advisory Team
- d. Committees

**2.2 Associations** *(This item provides an opportunity for YEA/CSEA/AFSCME representatives to address the Board and public.)*

THE BOARD HAS THE OPTION TO TAKE ACTION ON ANY ITEM(S) LISTED ON THE AGENDA FOR INFORMATION.

**3.0 INFORMATION/DISCUSSION/ACTION**

<b>Action</b>	<b>3.1</b>	Consent Agenda a. Approval of Minutes: June 29, 2017 Regular Meeting b. Temporary County Certificates	<b>Page 5</b>
<b>Information</b>	<b>3.2</b>	Mini-Grant Presentations a. <i>iPods for Literacy</i> – Morgan Lynch b. <i>A Second Chance Through Music</i> – Morgan Lynch c. <i>Career Pathways Youth Leadership Conference</i> – Lori Perez	<b>Page 12</b>
<b>Action</b>	<b>3.3</b>	Resolution #17-18/01: Temporary Interfund Cash Transfers	<b>Page 13</b>
<b>Information/ Action</b>	<b>3.4</b>	First Reading: New Board Policy 5141.52 Suicide Prevention	<b>Page 15</b>
<b>Information</b>	<b>3.5</b>	Head Start/Early Head Start Reports a. Enrollment Update b. Program c. Financial Status d. Standard Form 425	<b>Page 19</b>
<b>Information</b>	<b>3.6</b>	Yolo County Office of Education Community Advisory Committee (CAC) Appointment for 2017-2019	<b>Page 38</b>
<b>Information</b>	<b>3.7</b>	Annual Average Daily Attendance (ADA) Report	<b>Page 39</b>
<b>Information</b>	<b>3.8</b>	Quarterly Report of Investments for Period Ending March 2017	<b>Page 41</b>
<b>Information</b>	<b>3.9</b>	Proposed Yolo County Career Academy Charter School Update	<b>Page 76</b>
<b>Information</b>	<b>3.10</b>	Grand Jury Report	<b>Page 78</b>
<b>Public Hearing 4:00pm [time approx.]</b>	<b>3.11</b>	A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Initial Proposal to the Yolo County Superintendent of Schools from the Yolo Education Association (YEA)	<b>Page 91</b>
<b>Information</b>	<b>3.12</b>	Yolo County Superintendent of Schools' Response to the Initial Proposal from the Yolo Education Association (YEA)	<b>Page 92</b>
<b>Information</b>	<b>3.13</b>	Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Certificated Unit	<b>Page 94</b>

<b>Information</b>	<b>3.14</b>	Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Classified Unit	<b>Page 96</b>
<b>Information</b>	<b>3.15</b>	Suggested Future Agenda Item(s)	<b>Page 98</b>
<b>Action</b>	<b>4.0</b>	<b>ADJOURNMENT</b>	

**AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:**

- *Four calendar days prior to the meeting, a full Board packet is available for review at the office of the Yolo County Office of Education Reception Desk, 1280 Santa Anita Court, Suite #100, Woodland (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding County Office of Education holidays).*
- *Agenda documents distributed to the Board less than 72 hours before the meeting will be made available at the office of the Yolo County Office of Education Reception Desk, 1280 Santa Anita Court, Suite #100, Woodland (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding County Office of Education holidays). [Government Code § 54957.5]*
- *Board agendas are posted outside the YCOE Administrative Office building at 1280 Santa Anita Court, Suite #100 and #120, in weather-protected glass cases.*
- *The Board agenda is posted on the County Office website: [www.ycoe.org](http://www.ycoe.org)*

*In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Yolo County Office of Education at 530-668-3703. Notification at least 48 hours prior to the meeting will enable the office to make reasonable arrangements to ensure accessibility to the Board meeting. (Government Code § 54954.2)*

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Reports	<b>AGENDA ITEM #:</b> 2.0
<b>PER:</b> <input checked="" type="checkbox"/> <b>BOARD REQUEST</b> <input type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input type="checkbox"/> <b>YES</b> <input checked="" type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  Superintendent's Office
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Reports will be given as follows:

**2.1 Board Member(s) / Superintendent / SAT / Committee(s)**

- a. Board Members
- b. Superintendent
  - 1) YCOE Employee of the Month
- c. Superintendent Advisory Team (SAT)
- d. Committees

**2.2 Associations**

**RECOMMENDATION/COMMENTS:** For information.

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Consent Agenda	<b>AGENDA ITEM #:</b> 3.1
<b>PER:</b> <input checked="" type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Superintendent's Office
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion unless a Trustee or citizen requests that an item(s) be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items:

- a. Approval of the Minutes:    June 29, 2017 Regular Meeting
- b. Temporary County Certificates:    Temporary County Certificates (TCCs) are issued for up to a year throughout the county to certified employees whose credential applications are being processed by the California Commission on Teacher Credentialing.

**RECOMMENDATION/COMMENTS:** That one action is taken to approve above listed items.

**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting: June 29, 2017**  
**DRAFT MINUTES**

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on June 29, 2017 at 3:34pm in Regular session in the Conference Center located at 1280 Santa Anita Court, Suite #120, Woodland, CA. Board Members present were: Matt Taylor, Cirenio Rodriguez, Bill Owens, Carol Souza Cole and Shelton Yip. Board President Matt Taylor presided. Dr. Jesse Ortiz, Superintendent of Schools, was also present. (Roll Call held)
- 1.2 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.3 Approval of Agenda. The agenda was approved as submitted.

**MOTION:** Souza Cole. **SECOND:** Rodriguez. **AYES:** Souza Cole, Rodriguez, Owens, Taylor, Yip. **NOES:** None. **ABSENT:** None.

- 1.4 Public Comment. There were no comments at this time.

**2.0 REPORTS**

2.1 Board Member(s)/Superintendent/SAT/Committee(s).

a. Board Members Reports:

- Trustee Souza Cole offered her congratulations on a wonderful Cesar Chavez Community School graduation as well as for a wonderful ceremony for the Yolo County Construction Program (YCCP) honorees who completed the program.
- Trustee Rodriguez also offered his congratulations on the graduation ceremonies.
- Trustee Owens gave a brief update on the California County Boards of Education (CCBE) Superintendent Compensation task force he has been a part of and will provide a more detailed report after the next meeting. Trustee Yip was able to attend all alternative education and special education graduations and thanked the staff for a great year. He shared that there is an opening on the CCBE board and encouraged the other trustees to apply if interested.
- Board President Taylor shared a report on mandated claims from the California Department of Education (CDE) with Tami Ethier.

b. Superintendent Ortiz provided the following report:

- Provided brief update on the Norovirus outbreak in Yolo County.
- Is working on the annual staff retreat that includes representatives from the three bargaining units and the management team. It is scheduled for August 8 at the Yolo Fliers Club.
- Annual staff orientation is scheduled for August 14; a copy of the agenda will be sent to the trustees.

- Cynthia Gillette Spencer will be holding a golf tournament fundraiser to support alternative education, special education and preschool. The tournament is scheduled for September 15 at Yocha Dehe Golf Club.
- The CCBE annual conference is scheduled for September 8-10 in Monterey.

c. Superintendent's Advisory Team:

- Ronda DaRosa distributed and reviewed copies of the *Yolo County Board of Education Update, June 29, 2017* as well as *Executive Summary of Proposed YCOE County-Wide Charter* and *Yolo COE Kinders Got to College CSBA Golden Bell Submission* (copies can be found on file with the official records of this meeting). After some discussion of the potential charter school, it was decided to agendize it for July, August, September and potentially October as further development takes place. She also shared that Deb Bruns just informed her that the City of West Sacramento has increased their contribution for STEM and environmental education from \$40,000 to \$100,000.
- Tami Ethier distributed and reviewed copies of *2017-18 Final Budget Actions (AB 97 and AB 98) On Key K-12 (Prop 98) Funds* (a copy can be found on file with the official records of this meeting) and responded to questions of the Board.

d. Committees:

- No reports.

2.2 Associations.

- Heather Williams shared that she will be president of Yolo Education Association, Emanuel Padilla will be Treasurer, Cyndi Bauer will be Secretary and Dee Pitto will be negotiations lead.

### 3.0 INFORMATION/DISCUSSION/ACTION

3.1 Consent Agenda.

- a. Approval of Minutes: May 23, 2017 Regular Meeting.
- b. Approval of Minutes: June 6, 2017 Special Meeting
- c. Temporary County Certificates

Trustee Souza Cole pulled the June 6, 2017 Minutes for further discussion.

The Board took action to approve the May 23, 2017 Minutes and the Temporary County Certificates as submitted.

**MOTION:** Souza Cole. **SECOND:** Rodriguez. **AYES:** Souza Cole, Rodriguez, Owens, Taylor, Yip. **NOES:** None. **ABSENT:** None.

Trustee Souza Cole requested that where it says "a recess was taken at 10:13 to

attend the Horizon Graduation Ceremony” be changed to “attend the Adult Living Skills Graduation Ceremony”.

The Board took action to approve the June 6, 2017 Minutes with the change noted above.

**MOTION:** Yip. **SECOND:** Souza Cole. **AYES:** Yip, Souza Cole, Owens, Rodriguez, Taylor. **NOES:** None. **ABSENT:** None.

- 3.2 Adoption of the Yolo County Office of Education Local Control and Accountability Plan. Ronda DaRosa distributed copies of the revised final LCAP and explained a change to the acronym CFT, meaning Child Family Team. She also said that they will spell out all acronyms throughout the document to make it more readable. She, as well as Garth Lewis and Kaelin Souza responded to questions of the Board.

The Board took action to adopt the 2017-2020 Yolo County Office of Education Local Control Accountability Plan with the changes noted above.

**MOTION:** Yip. **SECOND:** Owens. **AYES:** Yip, Owens, Rodriguez, Souza Cole, Taylor. **NOES:** None. **ABSENT:** None.

- 3.3 Adoption of the 2017-18 Final Yolo County Office of Education School Service Fund Budget. Mechele Coombs presented the information contained in the Board packet and indicated that one change had been made to include \$1,096 of projected revenue in the Retiree Benefit Fund on page 13 of the Budget Summary. It had been included in the SACS Report but unintentionally omitted in the Budget Summary. No other changes have been made since the June 6, 2017 Budget Study Session. She also responded to questions of the Board.

The Board took action to approve the 2017-18 Final Yolo County Office of Education School Service Fund Budget.

**MOTION:** Rodriguez. **SECOND:** Souza Cole. **AYES:** Rodriguez, Souza Cole, Owens, Taylor, Yip. **NOES:** None. **ABSENT:** None.

- 3.4 Second Reading: New Board Bylaws, Series 9000-9240. The Board Policy Committee, Trustees Souza Cole and Yip, presented this item for information. Trustee Yip explained the process taken to create these policies and that once adopted, they would replace the current policies that are out of date. Trustee Yip further explained that 9220E, which is the legal descriptions of the 5 trustee areas (included in the packet), will be replaced with the map on the YCOE website that gives a general overview of the trustee areas. Trustee Souza Cole stated that the Committee would meet again to review the remainder of the 9000 series policies and bring them back to the Board at a later date.

The Board took action to approve the new Board Bylaws, Series 9000-9240 as a



complete replacement of the old bylaws for series 9000-9240.

**MOTION:** Rodriguez. **SECOND:** Owens. **AYES:** Rodriguez, Owens, Souza Cole, Taylor, Yip. **NOES:** None. **ABSENT:** None.

- 3.5 Yolo County Office of Education Single Plan for Student Achievement (SPSA) 2017-18. Garth Lewis presented information for this item noting that it is being brought back to the Board at this time to align its approval with the LCAP cycle as well as to allow for Title I spending effective July 1. Trustee Yip asked that the document be updated to show that the Office of Refugee and Resettlement (ORR) students in Dan Jacobs are not being detained solely for their immigration status. Board President Taylor requested that the spelling of “equivalent” be corrected on the charts included in the plan.

The Board took action to approve the YCOE Single Plan for Student Achievement 2017-18 with the changes noted above.

**MOTION:** Souza Cole. **SECOND:** Rodriguez. **AYES:** Souza Cole, Rodriguez, Owens, Taylor, Yip. **NOES:** None. **ABSENT:** None.

- 3.6 Superintendent’s Compensation (Health and Welfare Benefit Cap Increase. The Superintendent’s Compensation Committee, Board President Taylor and Board Vice President Cirenio Rodriguez, provided information regarding this item and responded to questions. Mechele Coombs explained that the \$300 increase was not included in the 2017-18 Budget that was approved earlier in the meeting but will show as an adjustment in the budget revision.

The Board took action to approve the Superintendent’s health and welfare benefit cap increase of \$25 to be in alignment with the YCOE management/confidential unit.

**MOTION:** Rodriguez. **SECOND:** Yip. **AYES:** Rodriguez, Yip, Owens, Souza Cole, Taylor. **NOES:** None. **ABSENT:** None.

- 3.7 Head Start/Early Head Start Reports
- a. Enrollment Update
  - b. Program
  - c. Financial Status

Gail Nadal presented this item as information and responded to questions of the Board. She shared that the 2017-18 grant has been approved and is active July 1, 2017. She also shared that the Charter site will be closed from July 15-26 as Washington Unified School District will be bringing in new HVAC systems and are working to find a temporary site during this time period. She also shared that the Montgomery site in Davis will be moving to Valley Oak Elementary School in Davis as the district needed the classroom space at Montgomery.

- 3.8 Attendance Reports  
a. Alternative Education  
b. Special Education

Ronda DaRosa shared that June was not a full month so there are no reports. The reports will be brought back in September.

- 3.9 Disability Rights California Monitoring Inspection of Yolo County Juvenile Justice Facilities. Referencing the material contained in the Board packet, Sharon Holstege presented this item for information and responded to questions. She shared that she and Garth have reached out to other county offices of education to gather information about the upcoming visit from Disability Rights California and will be working closely with Probation in preparation of the visit. Trustee Owens requested that an item be placed on the August agenda to report out on the visit that will take place in July.

- 3.10 Initial Proposal to the Yolo County Superintendent of Schools from the Yolo Education Association (YEA). Superintendent Ortiz presented this item for information. A public hearing will be held at the July 25, 2017 Regular meeting. Heather Williams briefly shared some of the process of negotiations in response to questions of the Board.

- 3.11 Suggested Future Agenda Items. None at this time.  
Trustee Souza Cole requested a report on the Norovirus outbreak in either August or September. She also requested that a copy of the graduation requirements be included in the staff reports for the next meeting.

**4.0 ADJOURNMENT.** The meeting adjourned at 5:10pm.

**MOTION:** Yip. **SECOND:** Souza Cole. **AYES:** Yip, Souza Cole, Owens, Rodriguez, Taylor. **NOES:** None. **ABSENT:** None.

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Jesse Ortiz, Ed.D.  
Yolo County Superintendent of Schools and  
Secretary to the Yolo County Board of Education

/db

YOLO COUNTY OFFICE OF EDUCATION  
 TEMPORARY COUNTY CERTIFICATES  
 FOR DISTRICTS

June 2017

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Kris Inouye	Multiple Subject
Kimmy Truong	Single Subject

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Martin Elliott	Multiple Subject
Patrick Juliet	Multiple Subject

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Araceli Escobar	BCLAD
Ricardo Galicia	30 Day Sub Permit
Samantha Havens	Multiple Subject

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate

Total TCC's for the Month of June 2017: 7

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Mini-Grant Presentations	<b>AGENDA ITEM #:</b> 3.2
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Morgan Lynch and Lori Perez
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Mini-Grant Presentations

- a. *iPods for Literacy* – Morgan Lynch
  - o English/Spanish literacy resources for Dan Jacobs
  - o Amount: \$909.03
  
- b. *A Second Chance Through Music* – Morgan Lynch
  - o Recording software/tools/training for music creating studio at Dan Jacobs
  - o Amount: \$3,959.00
  
- c. *Career Pathways Youth Leadership Conference* – Lori Perez
  - o Opportunity for students attending continuation or alternative education high schools countywide to develop goals and build essential skills
  - o Amount: \$1,649.70

**RECOMMENDATION/COMMENTS:** For information.

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Resolution #17-18/01: Temporary Interfund Cash Transfers	<b>AGENDA ITEM #:</b> 3.3
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Mechele Coombs
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Education Code 42603 states that the governing board of any school district or office of education may direct that monies held in any fund or account be temporarily transferred to another fund or account of the district/county office for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

As noted above, Education Code 42603 delineates the requirements regarding temporary interfund cash transfers. Board approval is required before making these transfers. In an effort to facilitate this process, attached is a resolution to make transfers for cash-flow purposes, as the needs arise, based on authorization by the Superintendent or designee. Temporary transfers to meet temporary cash shortages in a fund will be processed based on this authorization.

**RECOMMENDATION/COMMENTS:** The Board is being asked to adopt Resolution #17-18/01: Temporary Interfund Cash Transfers.

**YOLO COUNTY BOARD OF EDUCATION  
RESOLUTION #17-18/01: TEMPORARY INTERFUND CASH TRANSFERS**

**IN THE MATTER OF AUTHORIZING  
INTER-FUND LOAN FOR CASH FLOW PURPOSES:**

**WHEREAS**, the Yolo County Office of Education administers various funds; and,

**WHEREAS**, the County Office of Education occasionally has cash shortages in its segregated funds at the county treasury; and,

**WHEREAS**, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

**THEREFORE, BE IT RESOLVED** that the Governing Board of the Yolo County Office of Education authorizes the County Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2017-18 school year.

**PASSED AND ADOPTED** by the Governing Board of the Yolo County Office of Education on this 25 day of July, 2017.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Matt Taylor, President  
Yolo County Board of Education

**ATTEST:**

\_\_\_\_\_  
Jesse Ortiz, Ed.D., County Superintendent  
of Schools and Secretary Ex-Officio of the  
Yolo County Board of Education

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> First Reading: New Board Policy 5141.52 Suicide Prevention	<b>AGENDA ITEM #:</b> 3.4
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input checked="" type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b> Sharon Holstege, Jessica Bohatch and Sarah Baum
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25,2017

Education Code 215, as added by AB 2246 (Ch. 642, Statutes of 2016), mandates that the Governing Board of any district serving students in grades 7-12 adopt a policy on student suicide prevention, intervention, and post-intervention (i.e., intervention conducted after a suicide) with specified components. Those components are addressed in the following proposed Board policy. The Board policy also includes staff development recommendations.

**RECOMMENDATION/COMMENTS:** For information.

**SUICIDE PREVENTION**

The Yolo County Superintendent of Schools and the Yolo County Board of Education recognizes that suicide is a major cause of death among youth. In order to attempt to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop preventive strategies and intervention procedures. The Superintendent and Board of Trustees desire to provide a comprehensive program in order to attempt to reduce suicidal behavior and its impact on students and families.

The Superintendent or designee shall build a coordinated system that involves school health professionals, school counselors, administrators, other staff, parents/guardians, students, local health agencies and professionals, and community organizations in planning, implementing, and evaluating the County Office's strategies for suicide prevention and intervention.

**Prevention and Instruction**

Suicide prevention strategies may include, but not be limited to, efforts to promote a positive school climate that enhances students' feelings of connectedness with the school and is characterized by caring staff and harmonious interrelationships among students.

The County Office's comprehensive health education program shall promote the healthy mental, emotional, and social development of students including, but not limited to, the development of problem-solving skills, coping skills, and self-esteem. Suicide prevention instruction shall be incorporated into the health education curriculum in the secondary grades. Elementary grades will be taught social emotional and problem solving skills. Such instruction shall be aligned with State content standards and shall be designed to help students analyze signs of depression and self-destructive behaviors, including potential suicide, and to identify suicide prevention strategies.

The Superintendent or designee may offer parents/guardians education or information which describes the severity of the youth suicide problem, the Local Educational Agency's suicide prevention curriculum, risk factors and warning signs of suicide, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.

**Staff Development**

Suicide prevention training for staff shall be designed to help staff identify and respond to students at risk of suicide. The training shall be offered under the direction of a County Office therapist/school psychologist and/or in cooperation with one or more community mental health agencies and may include information on:

1. Research identifying risk factors, such as previous suicide attempt(s), history of depression or mental illness, substance use problems, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, and other factors



2. Warning signs that may indicate suicidal intentions, including changes in students' appearance, personality, or behavior
3. Research-based instructional strategies for teaching suicide prevention and promoting mental and emotional health
4. School and community resources and services
5. District procedures for intervening when a student attempts, threatens, or discloses the desire to commit suicide

### **Intervention**

Whenever a staff member suspects or has knowledge of a student's suicidal intentions, he/she shall promptly notify the County Office Administrator or school therapist/psychologist. The County Office Administrator or school therapist/psychologist shall then notify the student's parents/guardians as soon as possible and may refer the student to mental health resources in the school or community.

Students shall be encouraged to notify a teacher, principal, school counselor/psychologist, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

The Superintendent or designee shall establish crisis intervention procedures to ensure student safety and appropriate communications in the event that a suicide occurs or an attempt is made on campus or at a school-sponsored activity.

### **Legal Reference:**

#### EDUCATION CODE

32280 - 32289 Comprehensive safety plan  
49060 - 49079 Student records  
49602 Confidentiality of student information  
49604 Suicide prevention training for school counselors

#### GOVERNMENT CODE

810 - 996.6 Government Claims Act

#### WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent  
5850 - 5883 Mental Health Services Act

#### COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

#### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008 Youth Suicide - Prevention Guidelines for California Schools, 2005

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CALIFORNIA DEPARTMENT OF MENTAL HEALTH PUBLICATIONS  
California Strategic Plan for Suicide Prevention: Every Californian is Part of the Solution, 2008

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS  
School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS  
National Strategy for Suicide Prevention: Goals and Objectives for Action, 2001

WEB SITES

American Psychological Association:

<http://www.apa.org>

California Department of Education, Mental Health:

<http://www.cde.ca.gov/ls/cg/mh>

American Psychological Association: <http://www.apa.org>

California Department of Mental Health, Children and Youth Programs:

[http://www.dmh.ca.gov/Services\\_and\\_Programs/Children\\_and\\_Youth](http://www.dmh.ca.gov/Services_and_Programs/Children_and_Youth)

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Institute for Mental Health: <http://www.nimh.nih.gov>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services

Administration: <http://www.samhsa.gov>

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Head Start/Early Head Start Reports	<b>AGENDA ITEM #:</b> 3.5
<b>PER:</b> <input checked="" type="checkbox"/> <b>BOARD REQUEST</b> <input type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  Gail Nadal and Mechele Coombs
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

The following reports are being presented to the Board as information:

- (a) **Enrollment Update** – this is a standing report to the Board
  
- (b) **Program** – this is a standing report to the Board
  
- (c) **Financial Status** – this is a standing report to the Board
  
- (d) **Standard Form 425** – Attached is a copy of the Annual 2015-16 Head Start/Early Head Start Financial Status Report (Standard Form 425), as required per Department of Health and Human Services 45CFR Part 92, Sec. 92.41.

**RECOMMENDATION/COMMENTS:** For information.



# Head Start / Early Head Start



Director, Yolo County Board of Education & Policy Council Monthly Report

## EARLY HEAD START

Date: Monday, July 19, 2017				Report Outcomes for the month of June 2017			
#	Program	Site	Ages	Waiting Lists C = Complete ( ) = Over income	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	EHS/State	Lemen	6 wk. – 30 mos.	C7(2)	87.50%	3	3
					96.97%	4	4
					94.12%	4	4
2	EHS/State	Alyce Norman	6 wk. – 30 mos.	C6(0)	87.88%	3	3
					73.86%	4	4
					96.59%	4	4
3	EHS/State	Alyce Norman	24 – 36 mos.	C 0(0)	75.90%	4	4
					95.16%	4	4
					94.32%	4	4
					83.54%	4	4
4	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C 0(0)	N/A	50	50
<b>SUB TOTAL</b>				<b>C 13(2)</b>	<b>88.58%</b>	<b>88</b>	<b>88</b>

## HEAD START

	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Lincoln	3 – 5	C()	N/A	16	N/A
2					N/A	16	N/A
3	HS				N/A	20	N/A
4	N/A				20	N/A	
5	HS/State				N/A	21	N/A
6					N/A	15	N/A
7	HS/State	Esparto	3 – 5	C()	N/A	24	N/A
8	HS/State	Valley Oak	3 - 5	C ()	N/A	16	N/A
9	HS	Montgomery	3 – 5	C()	N/A	20	N/A
10	HS/State	Elkhorn	3 – 5	C()	N/A	22	N/A
11	HS/State	Charter	3 – 5	C7(2)	83.94%	24	24
					87.58%	8	8
					N/A	N/A	N/A
12	HS/State	Westfield	3 – 5	C()	N/A	N/A	N/A
<b>SUB TOTAL</b>				<b>C7(2)</b>	<b>85.96%</b>	<b>287</b>	<b>32</b>
<b>TOTAL</b>				<b>C 20(4)</b>	<b>87.27%</b>	<b>375</b>	<b>120</b>

Note: Only 12-month programs operated in the month of June.

Yolo County Office of Education Board of Education

Head Start/Early Head Start/ State Preschool

Gail Nadal

July 2017 Overview

Head Start/Early Head Start/ State Preschool

Program

- Two preschool classrooms open for the summer and located at Charter in West Sacramento have been temporarily relocated to Alyce Norman for 8 days while new HVAC system is installed at Charter. The children and families are adjusting and we are happy that the school district was able to find us these temporary quarters.
- We have our new Education Services Manager, Ameer Dowkes, start on July 17<sup>th</sup>. She is attending the local Ca. Head Start Association Public Policy Institute alongside, Genet, Dr. DaRosa and Matt.
- The Yolo Kindercamp ends its summer run on Tuesday. All the young children have enjoyed this opportunity and are looking forward to their new upcoming Kindergarten experience. Through the generosity of many Yolo organization this has been another success of the United Way program.
- For the new year, we have a new classroom at Valley Oak serving children from 9:00 – 3:30 pm and at Plainfield Elementary in Woodland serving children 7:30 – 4:00 pm and providing an inclusive environment a for all children.
- The school year will start for most classrooms on Wednesday, August 16, 2017.

Policy Council

- The Policy Council is scheduled for Friday, July 28<sup>th</sup>.

Planning

- We have some new programs that will begin with the new year which include: Raising a Reader, new Creative Curriculum topics, and Teacher Learning Collaboration (TLC)

**Executive Summary**  
**2016/2017 Fiscal Year**  
**June 30, 2017**

Program	Working Budget	Current Expenditures	Year-To-Date Expenditures	Encumbered	Balance	% of Budget Spent	% of Budget Encumbered	% of Budget Unspent or Not Obligated
Head Start	\$ 2,780,160	\$ 404,302	\$ 2,556,417	\$ 223,743	\$ 0	91.95%	8.05%	0.00%
Early Head Start	\$ 1,058,425	\$ 165,017	\$ 962,859	\$ 95,566	\$ 0	90.97%	9.03%	0.00%
Head Start T&TA	\$ 33,692	\$ 5,542	\$ 29,909	\$ 3,783	\$ (0)	88.77%	11.23%	0.00%
Early Head Start T&TA	\$ 25,983	\$ 3,395	\$ 20,804	\$ 5,179	\$ (0)	80.07%	19.93%	0.00%
<b>Total Grant</b>	<b>\$ 3,898,260</b>	<b>\$ 578,256</b>	<b>\$ 3,569,990</b>	<b>\$ 328,271</b>	<b>\$ (0)</b>	<b>91.58%</b>	<b>8.42%</b>	<b>0.00%</b>

Credit Cards	Monthly Expense
Visa	\$ 8,120.09
Wal-Mart	\$ 2,494.56
Nugget/Food 4 Less	\$ 1,845.09
Interstate Oil	\$ 290.39
<b>Total Credit Card Expense</b>	<b>\$ 12,750.13</b>

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	14%

Calculation of In-Kind Contributions		
	Dollars Expended	In-Kind Required
	Year-To-Date	
Head Start:	\$ 2,556,416.95	\$ 639,104.24
Head Start T & TA:	\$ 29,909.39	\$ 7,477.35
Early Head Start:	\$ 962,859.15	\$ 240,714.79
Early Head Start T & TA:	\$ 20,804.04	\$ 5,201.01
<b>Total</b>	<b>\$ 3,569,989.53</b>	<b>\$ 892,497.38</b>
	Amount Required:	\$ 892,497.38
	Actual In-Kind:	\$ 1,184,635.00
	*Surplus/(Deficit):	\$ 292,137.62
If deficit: will be returned to Federal Government from unrestricted dollars		

CACFP Meal Reimbursement: May 2017			
	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount
Breakfast	1724	\$ 2,948.04	\$ 291.53
AM Snacks	108	\$ 92.88	\$ -
Lunch	3292	\$ 11,159.88	\$ 556.68
PM Snacks	2619	\$ 2,252.34	\$ -
	<b>Total Reimbursement</b>	<b>\$ 17,301.35</b>	

**HEAD START  
2016/2017 BUDGET  
June 30, 2017**

Resource 5210

**Expended/Received**

CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Encumbered	Balance	%
<b>Revenues</b>								
<b>All Other Federal</b>	2,722,852	49,011	2,771,863	723,462	2,432,914		338,949	12.23%
COLA			0		0		0	
Local Restricted	0	8,297	8,297	8,297	8,297		0	0.00%
<b>Total Revenues</b>	2,722,852	57,308	2,780,160	731,759	2,441,210	0	338,949	12.19%
<b>Expenditures:</b>								
<b>Salaries</b>	1,357,984	(123,475)	1,234,509	104,357	1,225,244	0	9,265	0.75%
<b>Benefits</b>	562,309	(203,372)	358,937	35,138	358,957	0	(20)	-0.01%
<b>Supplies</b>	20,311	162,726	183,037	116,092	151,294	31,744	(1)	0.00%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	2,500	2,920	5,420	1,406	4,982	438	(0)	-0.01%
<i>Site Supplies</i>	17,297	160,320	177,617	114,686	146,311	31,306	(0)	0.00%
<b>Contracted Services</b>	42,472	201,422	243,894	33,940	222,823	30,316	(9,245)	-3.79%
<b>Operations</b>	432,091	(52,596)	379,495	8,316	287,023	92,472	(0)	0.00%
<i>Rent, Utilities, Security, Pest Control, etc.</i>								
<b>Other</b>	22,346	7,270	29,616	5,717	27,355	2,261	0	0.00%
<b>Improvements</b>	0	57,815	57,815		6,514	51,301	0	0.00%
CSBS Balance Line	0	0	0	0	0		0	0.00%
<b>Fund Reserve</b>	0	0	0		0	0	0	0.00%
<b>Indirect Costs</b>	246,956	(4,493)	242,463	73,161	226,815	15,649	(1)	0.00%
Tsfer to Cafe Fund	50,394	0	50,394	27,581	50,394	0	0	0.00%
<b>Total Expenditures</b>	2,734,863	45,297	2,780,160	404,302	2,556,417	223,743	0	0.00%

**PROGRAMA HEAD START  
PRESUPUESTO 2016/2017**

Recurso 5210						Gastado/Recibido			
	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Sobrecargado	Balance	% %
<b>Ingresos:</b>									
	<b>Todos los otros Federales</b>	2,722,852	49,011	2,771,863	723,462	2,432,914		338,949	12.23%
		0		0				0	
		0	8,297	8,297	8,297	8,297		0	
	<b>Total Revenues/Total de Ingresos</b>	2,722,852	57,308	2,780,160	731,759	2,441,210	0	338,949	12.19%
<b>Gastos:</b>									
	<b>Salarios</b>	1,357,984	(123,475)	1,234,509	104,357	1,225,244	0	9,265	0.75%
	<b>Beneficios</b>	562,309	(203,372)	358,937	35,138	358,957	0	(20)	-0.01%
	<b>Provisiones</b>	20,311	162,726	183,037	116,092	151,294	31,744	(1)	0.00%
	<i>Articulos para las actividades de los padres y comida para las juntas</i>	2,500	2,920	5,420	1,406	4,982	438	(0)	-0.01%
	<i>Articulos de oficina para el centro</i>	17,297	160,320	177,617	114,686	146,311	31,306	(0)	0.00%
	<b>Servicios Contratados</b>	42,472	201,422	243,894	33,940	222,823	30,316	(9,245)	-3.79%
	<b>Gastos de Operación</b>	432,091	(52,596)	379,495	8,316	287,023	92,472	(0)	0.00%
	<i>Renta, gas y luz, seguridad, fumigacion, etc.</i>								
	<b>Otros</b>	22,346	7,270	29,616	5,717	27,355	2,261	0	0.00%
	Mejoras a las Instalaciones/Edificios	0	57,815	57,815	0	6,514	51,301	0	0.00%
	Línea de Balance CSBS	0	0	0	0	0		0	0.00%
	Fondos de Reserva	0	0	0		0		0	0.00%
	<b>Gastos Indirectos</b>	246,956	(4,493)	242,463	73,161	226,815	15,649	(1)	0.00%
	transferencia al fondo del café	50,394	0	50,394	27,581	50,394	0	0	0.00%
	<b>Total de Gastos</b>	2,734,863	45,297	2,780,160	404,302	2,556,417	223,743	0	0.00%



**EARLY HEAD START  
2016/2017  
June 30, 2017**

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
<b>Revenues</b>								
<b>All Other Federal COLA</b>	1,038,799	18,698	1,057,497	277,910	922,821	0	134,677	12.74%
Local Restricted	0	928	928	928	928		0	
<b>Total Revenues</b>	1,038,799	19,626	1,058,425	278,838	923,749	0	134,677	12.72%
<b>Expenditures</b>								
<b>Salaries</b>	551,049	(42,674)	508,375	48,284	510,305	0	(1,930)	-0.38%
<b>Benefits</b>	206,394	(58,212)	148,182	13,518	148,839	0	(657)	-0.44%
<b>Supplies</b>	40,650	29,295	69,945	37,684	53,792	16,153	(0)	0.00%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	2,000	1,443	3,443	461	1,400	239	1,804	52.39%
<i>Site Supplies</i>	38,650	1,772	66,502	37,223	52,392	15,914	(1,804)	-2.71%
<b>Contracted Services</b>	38,044	80,063	118,107	21,375	75,262	40,876	1,969	1.67%
<b>Operations</b>	70,933	243	71,176	2,776	51,770	19,406	0	0.00%
<i>Rent, Utilities, Security, Pest Control, etc.</i>		0						
<b>Other</b>	17,310	5,635	22,945	1,772	14,452	705	7,788	33.94%
<b>CSBS Balance Line</b>	0	0	0	0		0	0	0.00%
<b>Building/Land Improvements</b>	0	12,543	12,543	0	3,398	9,145	(0)	0.00%
<b>Indirect Costs</b>	94,818	(265)	94,553	27,242	85,271	9,281	1	0.00%
<b>Tsfer to Cafe Fund</b>	12,599	0	12,599	12,367	19,771	0	(7,172)	-56.92%
<b>Total Expenditures</b>	1,031,797	26,628	1,058,425	165,017	962,859	95,566	(0)	0.00%

**PROGRAMA EARLY HEAD START  
PRESUPUESTO DEL AÑO FISCAL 2016/2017**

Recurso 5212

CATEGORÍA	Presupuesto	Ajustes	Presupuesto	Actual	Gastado/Recibido		Balance	% %
			Revisado		Lo que va del año	Sobrecargado		
<b>Ingresos:</b>								
<b>Todos los otros Federales</b>	1,038,799	0	954,810	277,910	922,821	0	31,990	3.35%
	0		0				0	
	0		928		928		928	
<b>Total de Ingresos</b>	1,038,799	0	1,058,425	278,838	923,749	0	134,677	12.72%
<b>Gastos:</b>								
<b>Salarios</b>	551,049	(42,674)	508,375	48,284	510,305	0	(1,930)	-0.38%
<b>Beneficios</b>	206,394	(58,212)	148,182	13,518	148,839	0	(657)	-0.44%
<b>Provisiones</b>	40,650	29,295	69,945	37,684	53,792	16,153	(0)	0.00%
<i>Artículos para las actividades de los padres y comida para las juntas</i>	2,000	1,443	3,443	461	1,400	239	1,804	52.39%
<i>Artículos de oficina para el centro</i>	38,650	27,852	66,502	37,223	52,392	15,914	(1,804)	-2.71%
<b>Servicios Contratados</b>	38,044	80,063	118,107	21,375	75,262	40,876	1,969	1.67%
<b>Gastos de Operación</b>	70,933	243	71,176	2,776	51,770	19,406	0	0.00%
<i>Renta, gas y luz, seguridad, fumigacion, etc.</i>								
<b>Otros</b>	17,310	5,635	22,945	1,772	14,452	705	7,788	33.94%
<b>Línea de Balance CSBS</b>	0	0	0	0			0	0.00%
<b>Fondos de Reserva</b>	47,899	12,543	12,543	0	3,398	9,145	(0)	0.00%
<b>Gastos Indirectos</b>	94,818	(265)	94,553	27,242	85,271	9,281	1	0.00%
<i>transferencia al fondo del café</i>	12,599	0	12,599	12,367	19,771	0	(7,172)	-56.92%
<b>Total de Gastos</b>	1,079,696	26,628	1,058,425	165,017	962,859	95,566	(0)	0.00%

**HEAD START  
T & TA  
2016/2017  
June 30, 2017**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			% %
					Year-to-date	Encumbered	Balance	
<b>Revenues</b>								
<b>All Other Federal</b>	33,692	0	33,692	14,089	27,333		6,359	18.87%
<b>Total Revenues</b>	33,692	0	33,692		27,333	0	6,359	18.87%
<b>Expenditures</b>								
<b>Salaries</b>	0	0	0	0	0	0	0	0.00%
<b>Benefits</b>	0	0	0	0	0	0	0	0.00%
<b>Supplies</b>	5,410	(5,010)	400	191	589	0	(189)	-47.30%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	1,657	(1,515)	142	191	332	0	(190)	-133.90%
<i>Site Supplies</i>	3,753	(3,495)	258	0	257	0	1	0.37%
<b>Contracted Services (5800)</b>	14,885	(10,977)	3,908	0	3,906	0	2	0.05%
<b>Other (5200)</b>	10,340	15,987	26,327	3,839	22,700	3,439	188	0.71%
<b>Indirect Costs</b>	3,057	0	3,057	1,512	2,714	344	(1)	-0.04%
					0			
<b>Total Expenditures</b>	33,692	0	33,692	5,542	29,909	3,783	(0)	0.00%

**PROGRAMA HEAD START  
T y TA  
PRESUPUESTO 2016/2017**

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
<b>Ingresos:</b>									
	<b>Todos los otros Federales</b>	33,692	0	33,692	14,089	27,333	0	6,359	18.87%
	<b>Total de Ingresos</b>	33,692	0	33,692	0	27,333	0	6,359	18.87%
<b>Gastos:</b>									
	<b>Salarios</b>	0	0	0	0	0	0	0	0.00%
	<b>Beneficios</b>	0	0	0	0	0	0	0	0.00%
	<b>Provisiones</b>	5,410	(5,010)	400	191	589	0	(189)	-47.30%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	1,657	(1,515)	142	191	332	0	(190)	-133.90%
	<i>Artículos de oficina para el centro</i>	3,753	(3,495)	258	0	257	0	1	0.37%
	<b>Servicios Contratados</b>	14,885	(10,977)	3,908	0	3,906	0	2	0.05%
	<b>Otros</b>	10,340	15,987	26,327	3,839	22,700	3,439	188	0.71%
	<b>Gastos Indirectos</b>	3,057	0	3,057	1,512	2,714	344	(1)	0.00%
	<b>Total de Gastos</b>	33,692	0	33,692	5,542	29,909	3,783	(0)	0.00%

**EARLY HEAD START  
T & TA  
2016/2017 BUDGET  
June 30, 2017**

Resource 5218

**Expended/Received**

CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Encumbered	Balance	%	
<b>Revenues</b>									
<b>All Other Federal</b>	25,983	0	25,983	13,607	19,898	0	6,085	23.42%	
<b>Total Revenues</b>	25,983	0	25,983	13,607	19,898	0	6,085		
<b>Expenditures</b>									
<b>Salaries</b>	0	0	0	0	0	0	0	0.00%	
<b>Benefits</b>	0	0	0	0	0	0	0	0.00%	
<b>Supplies</b>	4,601	(4,356)	245	286	526	0	(281)	-114.69%	
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	1,769	(1,723)	46	286	328	0	(282)	-613.59%	
<i>Site Supplies</i>	2,832	(2,633)	199	0	198	0	1	0.63%	
<b>Contracted Services</b>	11,343	(8,945)	2,398	0	2,340		58	2.40%	
<b>Other</b>	7,681	13,301	20,982	1,792	16,050	4,709	223	1.06%	
<b>Indirect Costs</b>	2,358		2,358	1,317	1,888	470	0	0.01%	
			0						
<b>Total Expenditures</b>	25,983	0	25,983	3,395	20,804	5,179	(0)	0.00%	

**PROGRAMA EARLY HEAD START  
T & TA  
PRESUPUESTO 2016/2017**

Recurso 5218						<b>Gastado/Recibido</b>			
	<b>Presupuesto</b>	<b>Ajustes</b>	<b>Presupuesto Revisado</b>	<b>Actual</b>	<b>Lo que va del año</b>	<b>Sobrecargado</b>	<b>Balance</b>	<b>%</b>	<b>%</b>
<b>CATEGORÍA</b>									
<b>Ingresos:</b>									
<b>Todos los otros Federales</b>	25,983	0	25,983	13,607	19,898	0	6,085	23.42%	
<b>Total de Ingresos</b>	25,983	0	25,983	13,607	19,898	0	6,085		
<b>Gastos:</b>									
<b>Salarios</b>	0	0	0	0	0	0	0	0.00%	
<b>Beneficios</b>	0	0	0	0	0	0	0	0.00%	
<b>Provisiones</b>	4,601	(4,356)	245	286	526	0	(281)	-114.69%	
<i>Articulos para las actividades de los padres y comida para las juntas</i>	1,769	(1,723)	46	286	328	0	(282)	-613.59%	
<i>Articulos de oficina para el centro</i>	2,832	(2,633)	199	0	198	0	1	0.63%	
<b>Servicios Contratados</b>	11,343	(8,945)	2,398	0	2,340	0	58	2.40%	
<b>Otros</b>	7,681	13,301	20,982	1,792	16,050	4,709	223	1.06%	
<b>Gastos Indirectos</b>	2,358	0	2,358	1,317	1,888	470	0	0.01%	
<b>Total de Gastos</b>	25,983	0	25,983	3,395	20,804	5,179	(0)	0.00%	

**HEAD START/EARLY HEAD START  
CREDIT CARD REPORT  
2016/2017  
June**

<b>MANAGER</b>	<b>VISA</b>	<b>Wal Mart</b>
<b>Gail Nadal</b>		
Travel/Conference	\$ 2,744.97	\$ -
Center Supplies	\$ 1,852.55	\$ -
<b>TOTAL</b>	<b>\$ 4,597.52</b>	<b>\$ -</b>
<b>Genet Telahun</b>		
Travel/Conference	\$ -	\$ -
Center Supplies	\$ 1,526.47	\$ -
<b>TOTAL</b>	<b>\$ 1,526.47</b>	<b>\$ -</b>
<b>Gustavo Melgoza</b>		
Travel/Conference	\$ 86.78	\$ -
Center Supplies	\$ 1,449.42	\$ -
<b>TOTAL</b>	<b>\$ 1,536.20</b>	<b>\$ -</b>
<b>Connie Luna</b>		
Travel/Conference		\$ -
Center Supplies		\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Stephanie Gray</b>		
Travel/Conference	\$ 103.65	
Center Supplies	\$ 356.25	\$ -
<b>TOTAL</b>	<b>\$ 459.90</b>	<b>\$ -</b>
<b>Jacqueline Tam</b>		
Travel/Conference	\$ -	\$ -
Center Supplies	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Lana Volchansky</b>		
Travel/Conference	\$ -	\$ -
Center Supplies	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>
<b>VISA Grand Total</b>	<b>\$ 8,120.09</b>	<b>\$ -</b>
NUGGET/FOOD 4 LESS	\$ 1,845.09	
INTERSTATE OIL	\$ 290.39	
Wal Mart	\$ 2,494.56	
<b>TOTAL MONTHLY EXPENDITURES:</b>	<b>\$ 12,750.13</b>	<b>****</b>

\*\*Credit card statements available upon request

**Programas Head Start/Early Head Start  
 REPORTE DE TARJETAS DE CRÉDITO  
 Año FISCAL 2016/2017**

SUPERVISOR	VISA	Wal Mart
<b>Gail Nadal</b>		
Viaje/Conferencia	\$ 2,744.97	\$ -
Artículos para el centro	\$ 1,852.55	\$ -
	<u>\$ 4,597.52</u>	<u>\$ -</u>
<b>Genet Telahun</b>		
Viaje/Conferencia	\$ -	\$ -
Artículos para el centro	\$ 1,526.47	\$ -
<b>Total</b>	<u>\$ 1,526.47</u>	<u>\$ -</u>
<b>Gustavo Melgoza</b>		
Viaje/Conferencia	\$ 86.78	\$ -
Artículos para oficina	\$ 1,449.42	\$ -
<b>Total</b>	<u>\$ 1,536.20</u>	<u>\$ -</u>
<b>Connie Luna</b>		
Viaje/Conferencia	\$ -	\$ -
Artículos para el centro	\$ -	\$ -
<b>Total</b>	<u>\$ -</u>	<u>\$ -</u>
<b>Stephanie Gray</b>		
Viaje/Conferencia	\$ 103.65	\$ -
Artículos para el centro	\$ 356.25	\$ -
<b>Total</b>	<u>\$ 459.90</u>	<u>\$ -</u>
<b>Jacqueline Tam</b>		
Viaje/Conferencia	\$ -	\$ -
Artículos para el centro	\$ -	\$ -
<b>Total</b>	<u>\$ -</u>	<u>\$ -</u>
<b>Lana Volchansky</b>		
Viaje/Conferencia	\$ -	\$ -
Artículos para el centro	\$ -	\$ -
	<u>\$ -</u>	<u>\$ -</u>
<b>VISA Grand Total</b>	<b>\$ 8,120.09</b>	<b>\$ -</b>
NUGGET/FOOD 4 LESS	\$ 1,845.09	
INTERSTATE OIL	\$ 290.39	
Wal Mart	\$ 2,494.56	

**Total de Gastos Mensuales: \$ 12,750.13 \*\*\***

\*\*\*"Estados de cuenta de las tarjetas de crédito, están desproporcionados, si son solicitadas."



**Headstart / Early Head Start  
2016/2017 Fiscal Year  
Administrative Percentage Calculation  
June 30, 2017**

**Step 1: Calculate % rent is administrative expense**

Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
1,440.00	130,680.00	0.011019	\$ -	\$ -

Dual Facility Costs - All Sites July 2016 thru June 2017				
Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
360.00	27,387.00	0.013145	\$ 325.00	\$ 4.27

**Step 2: Calculate maximum administrative expenses allowed for 15%**

Federal Share	\$ 394,907.64	All Grants
Required 20 percent NFS	\$ 98,726.91	Non Federal Share
Total Approved Costs	<u>\$ 493,634.55</u>	
15% Administrative Cost Limitation	<u>\$ 74,045.18</u>	

**Step 3: Identify total administrative expenses**

Dual Facility Costs	\$ 4.27	Per Above Calculation in step 1
School Admin	\$ 31,421.62	Staff charged to Administration
General Admin	\$ 39,094.12	Indirect
Total	<u>\$ 70,520.01</u>	

Grant Expenditures	\$ 392,049.63
Less Capital Outlay	\$ 325.00
= Expenditures subject to indirect	<u>\$ 391,724.63</u>

Currently Charged Admin Costs	\$ 70,520.01
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 70,520.01</u>

**Step 4: Calculate actual administrative percentage and verify less or equal to 15%**

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 14%



**Child & Adult Care Food Program  
Claim For Reimbursement Summary for May 2017**

04309-CACFP-57-PS-CS  
**YOLO CO SUPERINTENDENT OF SCHOOLS**  
 1280 SANTA ANITA CT STE 100  
 WOODLAND, CA 95776-6127  
 Vendor #: 105700  
 payment address

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
May 2017	0	06/28/2017	06/28/2017	06/29/2017	Original

**Child Care**

	Free	Reduced	Base	Total
Enrollment Totals	132	0	0	132
Eligibility Percentages	100%	0%	0%	100%

Agency Totals	Meals/Snacks	Federal Rate	Reimbursement Amount
<b>Lunch</b>			
Free	390	3.1600	1,232.40
Reduced	0	2.7600	0.00
Base	0	0.3000	0.00
CIL	390	0.2300	89.70
<b>Total</b>	<b>390</b>		<b>1,322.10</b>
<b>PM Snack</b>			
Free	1,577	0.8600	1,356.22
Reduced	0	0.4300	0.00
Base	0	0.0700	0.00
<b>Total</b>	<b>1,577</b>		<b>1,356.22</b>

**Head Start**

Agency Totals	Meals/Snacks	Federal Rate	Reimbursement Amount
<b>Breakfast</b>			
Free	1,724	1.7100	2,948.04
Reduced	0	1.4100	0.00
Base	0	0.2900	0.00
<b>Total</b>	<b>1,724</b>		<b>2,948.04</b>
<b>AM Snack</b>			
Free	108	0.8600	92.88
Reduced	0	0.4300	0.00
Base	0	0.0700	0.00
<b>Total</b>	<b>108</b>		<b>92.88</b>
<b>Lunch</b>			
Free	2,902	3.1600	9,170.32
Reduced	0	2.7600	0.00
Base	0	0.3000	0.00
CIL	2,902	0.2300	667.46
<b>Total</b>	<b>2,902</b>		<b>9,837.78</b>
<b>PM Snack</b>			
Free	1,042	0.8600	896.12

Reduced		0	0.4300	0.00
Base		0	0.0700	0.00
	<b>Total</b>	<b>1,042</b>		<b>896.12</b>
<b>Claim Reimbursement Total</b>				<b>16,453.14</b>

**State Reimbursements**

<b>Meal Description</b>	<b>Meals</b>	<b>State Rate</b>	<b>State Earnings</b>
Total Breakfast	1,724	\$0.1691	\$291.53
Total Lunches	3,292	\$0.1691	\$556.68
Total			\$848.21

<b>Agency Claim Reimbursement Totals</b>	<b>Meal Reimbursement</b>	<b>CIL Reimbursement</b>	<b>State Reimbursement</b>	<b>Totals</b>
Current Claim Reimbursement Total	15,695.98	757.16	848.21	17,301.35
Previous Claim Reimbursement Total	0.00	0.00	0.00	0.00
<b>Net Claim Reimbursement Total</b>	<b>15,695.98</b>	<b>757.16</b>	<b>848.21</b>	<b>17,301.35</b>

Created By: kmagallanes on: 6/13/2017 8:27:29 AM Modified By: mcoombs on: 6/28/2017 8:19:43 AM

**FEDERAL FINANCIAL REPORT**

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted Dept of HHS, ACF	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH9119-04-01	Page of 1 1 pages
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3. Recipient Organization (Name and complete address including Zip code)  
 Yolo County Office of Education, 1280 Santa Anita Court Ste 100, Woodland, CA 95776

4a. DUNS Number 193213188	4b. EIN 95-2746725	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
------------------------------	-----------------------	---	--	--

8. Project/Grant Period (Month, Day, Year) From: 07/01/2016   6/30/2017	9. Reporting Period End Date (Month, Day, Year) 06/30/2017
--	---

10. Transactions Cumulative

*(Use lines a-c for single or multiple grant reporting)*

**Federal Cash (To report multiple grants, also use FFR Attachment):**

a. Cash Receipts	3,402,965.43
b. Cash Disbursements	3,569,989.24
c. Cash on Hand (line a minus b)	(167,023.81)

*(Use lines d-o for single grant reporting)*

**Federal Expenditures and Unobligated Balance:**

d. Total Federal funds authorized	3,889,035.00
e. Federal share of expenditures	3,569,989.24
f. Federal share of unliquidated obligations	319,045.76
g. Total Federal share (sum of lines e and f)	3,889,035.00
h. Unobligated balance of Federal funds (line d minus g)	0.00

**Recipient Share:**

i. Total recipient share required	972,259.00
j. Recipient share of expenditures	972,259.00
k. Remaining recipient share to be provided (line i minus j)	0.00

**Program Income:**

l. Total Federal program income earned	10,225.00
m. Program income expended in accordance with the deduction alternative	10,225.00
n. Program income expended in accordance with the addition alternative	
o. Unexpended program income (line l minus line m or line n)	0.00

11.	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
Indirect Expense	Fixed	9.98%	7/1/2016	06/30/2017	3,173,225.10	316,687.87	316,687.87
					<b>g. Totals:</b>	<b>3,173,225.10</b>	<b>316,687.87</b>

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

HS T&TA - \$29,909.39; HS - \$2,556,416.66; EHS - \$962,859.15; EHS T&TA - \$20,804.04; USDA Food Program - \$ 172,376.57; Admin Costs - \$581,047.46

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official Mechele Coombs, Director of County Schools Business Services	c. Telephone (Area code, number, and extension) (530) 668-3728  d. Email Address mechele.coombs@ycoe.org
b. Signature of Authorized Certifying Official	e. Date Report Submitted (Month, Day, Year)

14. Agency use only:

Standard Form 425 - Revised 6/28/2010  
 OMB Approval Number: 0348-0061  
 Expiration Date: 10/31/2011

**Paperwork Burden Statement**  
 According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> YCOE Community Advisory Committee (CAC) Appointment for 2017-2019	<b>AGENDA ITEM #:</b> 3.6
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Sharon Holstege
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25,2017

The Yolo County CAC is authorized by California Education Code 56190 and our Local Plan to serve in and advisory capacity to our SELPA in matters pertaining to special education programs and services.

The CAC may include up to 18 members:

- Four appointed by each of the following districts: Davis Joint Unified School District, Washington Unified School District, and Woodland Joint Unified School District.
- Two appointed by each of the following districts: Esparto Unified School District and Winters Joint Unified School District.
- Two appointed “at large” by Yolo County Office of Education.

The following individual has agreed to serve a two-year term beginning July 1, 2017 through June 30, 2019.

- **Ashanti Newton**  
**Parent**

**RECOMMENDATION/COMMENTS:** For information only.

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> 2016-17 Annual Average Daily Attendance (ADA) Report	<b>AGENDA ITEM #:</b> 3.7
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b> Mechele Coombs
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Attached is the 2016-17 Annual ADA Report.

**RECOMMENDATION/COMMENTS:** For information.

**YOLO COUNTY OFFICE OF EDUCATION**  
**Actual Average Daily Attendance**  
**P-Annual**  
**June 30, 2017**

2016/17 Original Budget (A)	2016/17 Period 1 Actual (B)	2016/17 Period 2 Actual (C)	2016/17 Annual Actual (D)	2016/17 Current Budget (E)	Annual vs. Current Budget (D - E)
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PROGRAM

Cesar Chavez - Wldd Campus	22	32	39	38	22	16
Cesar Chavez - W Sac Campus	5	10	10	10	5	5
YCCP	0	12	13	11	12	-1
Juvenile Hall	40	51	49	48	40	8
Special Education		112	114	115		
Special Education - ESY		8	8	8		

Special Education  
ADA by District

		ESY
Davis	22.94	1.72
Esparto	4.25	0.36
Washington	24.66	1.85
Winters	5.28	0.41
Woodland	57.39	3.91



**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Quarterly Report of Investments for Period Ending March 31, 2017	<b>AGENDA ITEM #:</b> 3.8
<b>PER:</b> <input checked="" type="checkbox"/> <b>BOARD REQUEST</b> <input type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  Mechele Coombs
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

SB 564 added Section 53646 to the Government Code in 1996. Government Code Section 53646 (b) requires the Chief Fiscal Officer of local agencies to present quarterly to the Governing Board a statement of the investments made by its office. The quarterly report shall include the type of investment, issuer, date of maturity, par, and dollar amount invested on all securities, investments and monies held by the local agency, and shall additionally include a description of any of the local agency's funds, investments, or programs that are under the management of contracted parties, including lending programs.

The Yolo County Office of Education invests its money in the Yolo County Treasury, as required by law. Attached you will find the Yolo County Treasurer's quarterly Investment Portfolio Information for the period ending December 31, 2016.

As required by Education Code 53646 (b), the Reports of the Yolo County Treasurer include a statement of compliance of the portfolio with the Investment Policy. The Quarterly Reports also provide a cash flow by the Yolo County Treasurer denoting the ability of the Treasurer to meet its pool expenditure requirements for the next six months.

**RECOMMENDATION/COMMENTS:** For information only.



# Executive Summary – First Quarter 2017

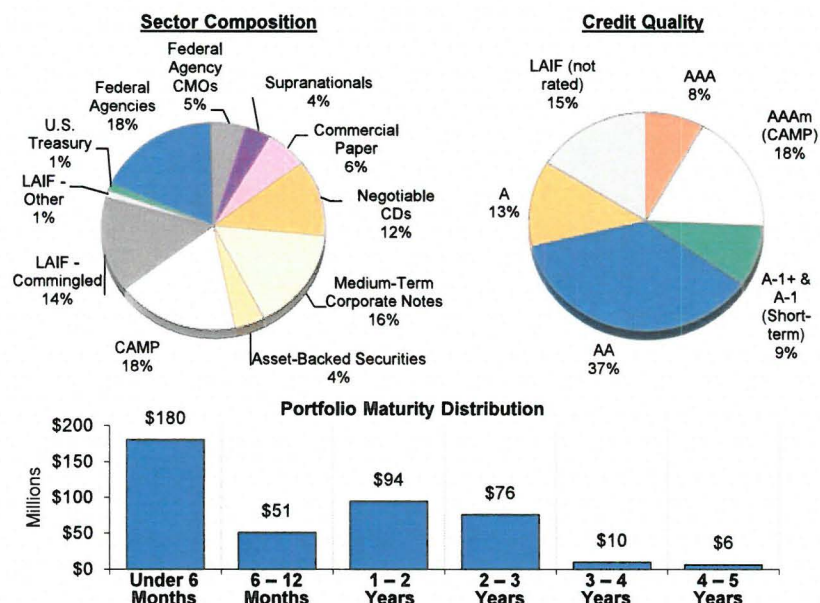
## Portfolio Review

- ✓ The portfolio is in compliance with the California Government Code and the County's Investment Policy.
- ✓ The portfolio is well diversified among U.S. Treasuries, federal agencies, supranationals, negotiable CDs, high-quality corporates, commercial paper, asset-backed securities, CAMP, and LAIF.
- ✓ The portfolio comprises securities with excellent credit quality and has sufficient liquidity to meet the County's cash needs.
- ✓ The return of the portfolio exceeded the return of the benchmark for the quarter, as it has for the past five years.

## The Economy

- ✓ Short-term (under five years) yields ended the first quarter higher, reflecting the Fed's March rate hike, while medium to long-term yields declined amid subdued inflation expectations.
- ✓ On March 15, the Federal Open Market Committee (FOMC) raised the federal funds target range by 0.25% to a range of 0.75% to 1.00%.
- ✓ The labor market added over 500,000 jobs in the first quarter as the unemployment rate declined to a decade low of 4.5% with the labor force participation rate rising to 63% for the first time in a year.

**Portfolio Profile as of March 31, 2017**



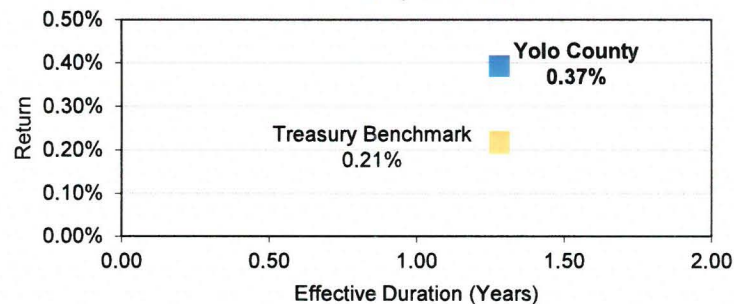
Ratings based on Standard & Poor's, if provided. If Standard & Poor's ratings are not provided, ratings by Moody's and/or Fitch are used. Detail may not add to total due to rounding.

**Annualized Returns**

	Quarter	1-Year	5 Years
Yolo County <sup>1</sup>	0.37%	0.88%	0.84%
Treasury Benchmark	0.21%	0.28%	0.41%
Net Apportionment Rate	0.18%	-	-

Note: <sup>1</sup>PFM managed portfolio only.

**Quarterly Return Comparison  
First Quarter 2017**



The County's custom benchmark is a blended index comprising the BofA Merrill Lynch 1-3 Year U.S. Treasury Index and the BofA Merrill Lynch 3-Month Treasury Bill Index. Currently, the blend is 30% BofA Merrill Lynch 3-month Treasury Bill Index and 70% BofA Merrill Lynch 1-3 Year U.S. Treasury Index.



# Yolo County Investment Review First Quarter 2017

**Sarah Meacham, Managing Director**

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PFM Asset  
Management LLC

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601 S. Figueroa St.  
Suite 4500  
Los Angeles, CA 90017

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213-489-4075  
[pfm.com](http://pfm.com)



## Table of Contents

◆ Market Update

◆ Portfolio Review



# Market Update

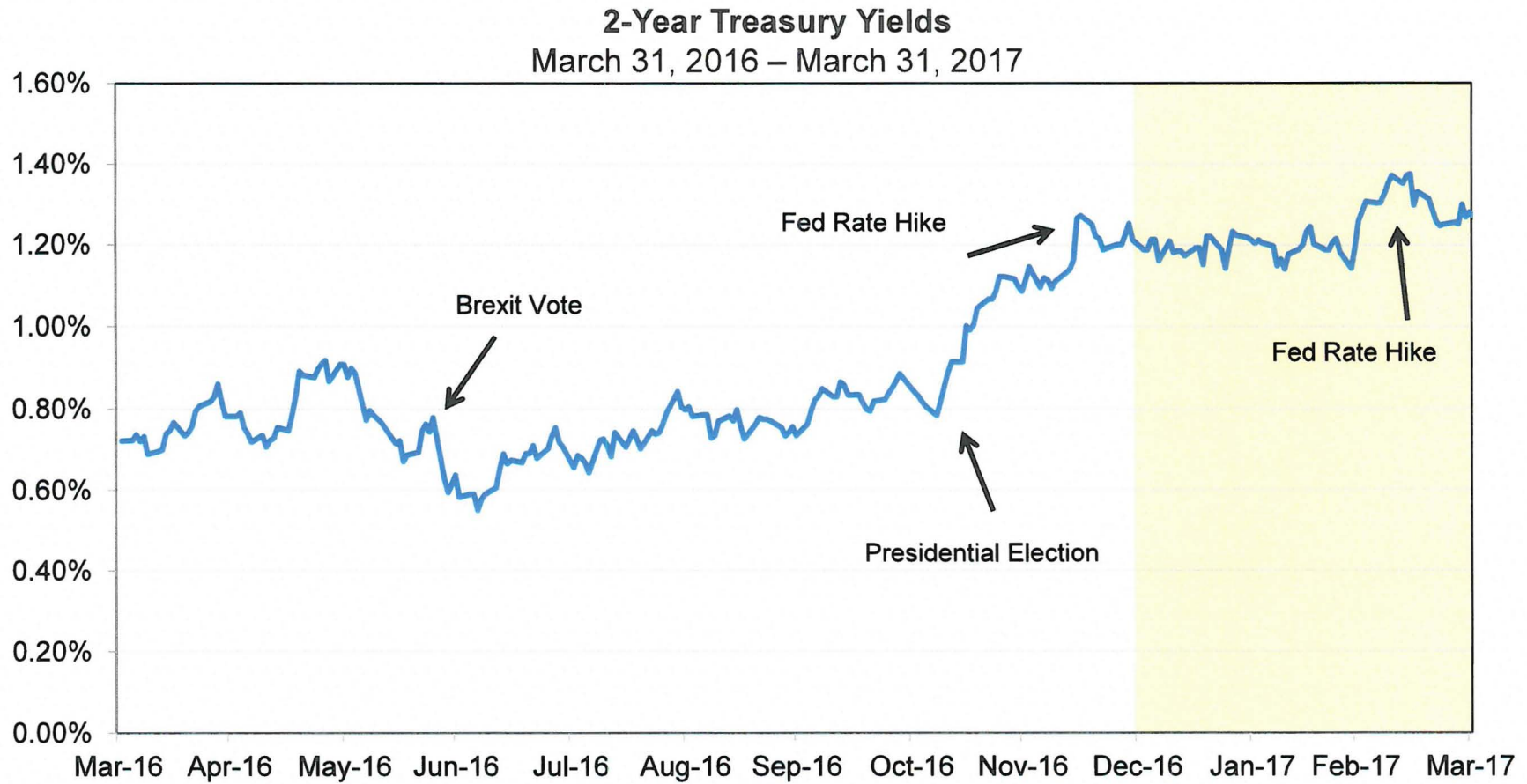


## U.S. Economic & Market Highlights

- Short-term U.S. Treasury yields moved higher after the Federal Reserve's March decision to hike rates, but longer yields are little changed as markets await clarity from the new Administration and Congress.
- U.S. economic conditions were characterized by:
  - Moderate GDP growth in 2016 and early 2017
  - Labor market continuing to strengthen
  - Inflation picking up slowly
- Federal Reserve officials forecast 3 rate hikes in 2017 according to the March "dot plot."
- The Trump Administration's economic policies are considered to be pro-business and inflationary, but their rollouts have met resistance and created significant controversy.
- Upcoming 2017 elections in Europe could create additional political uncertainty.



## Interest Rate Update



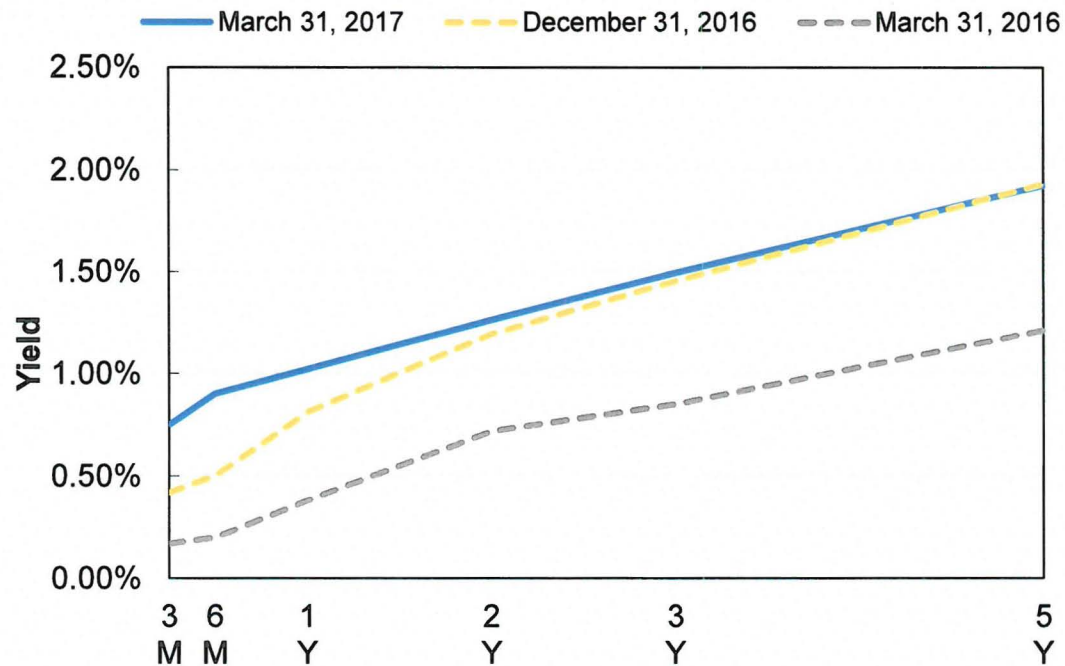
Source: Bloomberg, as of 3/31/17.



## Yield Curve Flatter with Long-End Unchanged

- Treasury rates remain range-bound this quarter as long-term yields remain unchanged with future inflation expectations.
- The short end of the curve moved higher as participants priced in rate hikes in 2017.

### U.S. Treasury Yield Curve



### Yield Curve History

Maturity	3/31/16	12/31/16	3/31/17
3-Mo.	0.20	0.50	0.75
6-Mo.	0.38	0.61	0.90
1-Yr.	0.58	0.81	1.02
2-Yr.	0.72	1.19	1.26
3-Yr.	0.85	1.45	1.49
5-Yr.	1.21	1.93	1.92
7-Yr.	1.53	2.25	2.21
10-Yr.	1.77	2.45	2.39
30-Yr.	2.61	3.07	3.01

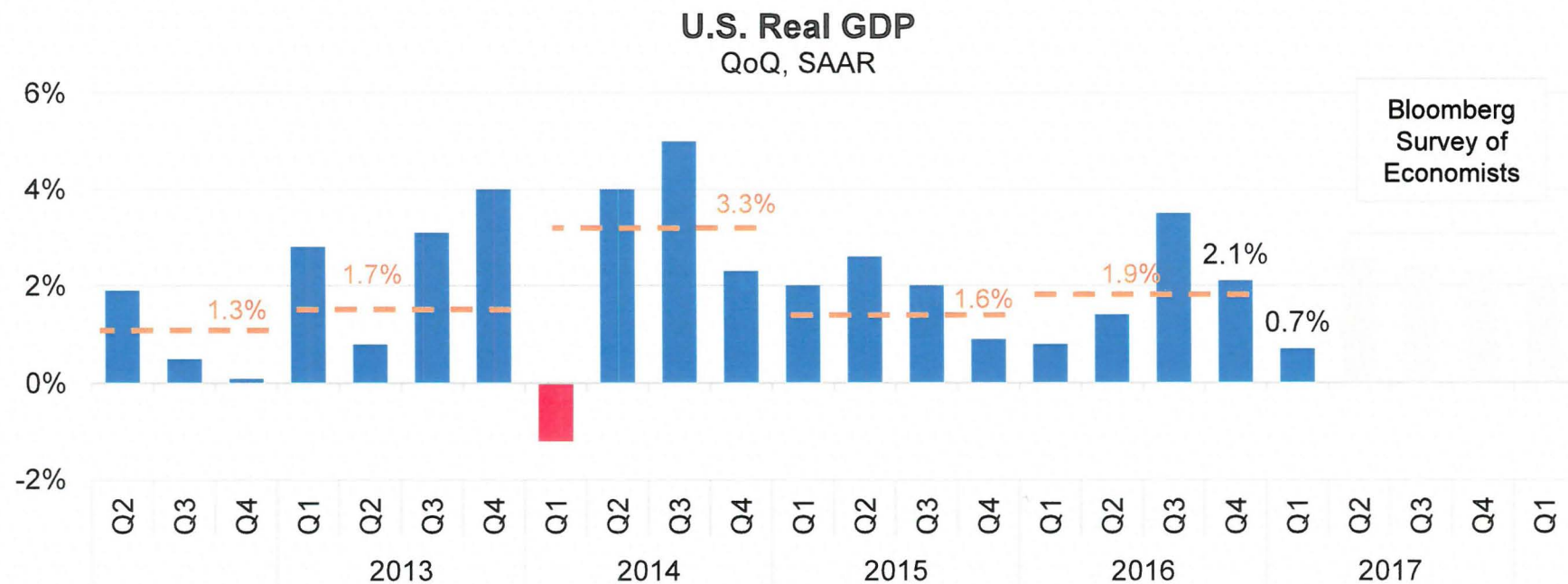
Source: Bloomberg as of 3/31/17.





## Economic Growth Slowed in First Quarter

- Gross domestic product increased at an annualized rate of 0.7% in the first quarter, down from the 2.1% pace of the prior quarter prior, and below expectations of 1.0%.
- A Bloomberg survey of economists project that GDP will increase at a rate of 2.4% for 2017.

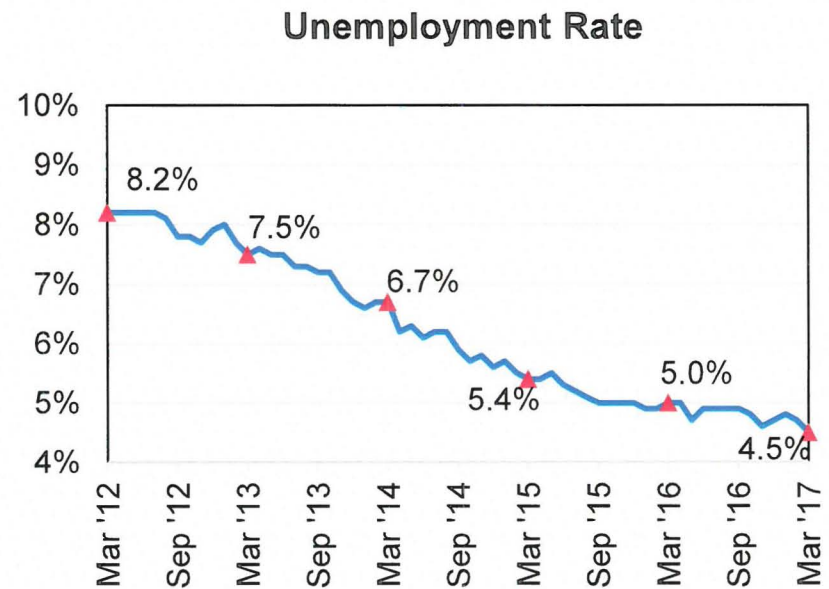
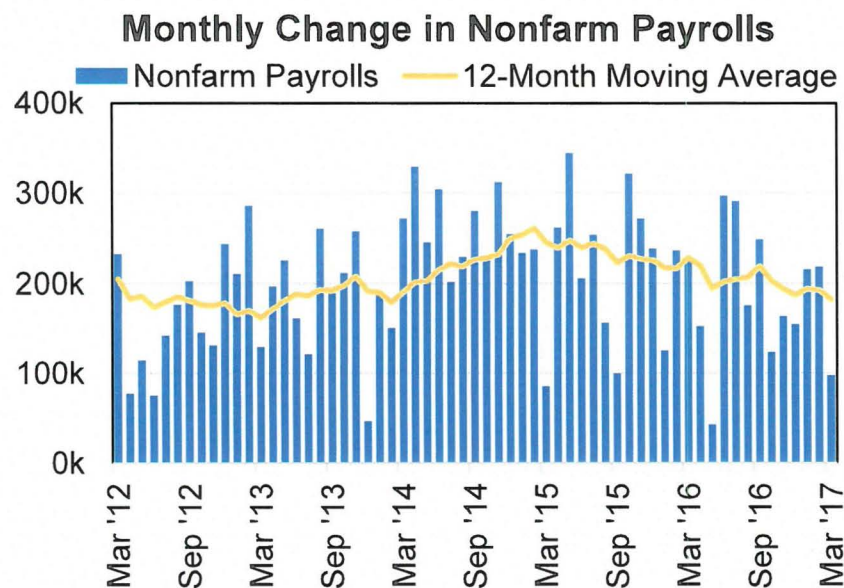


Source: Bloomberg, as of April 2017. SAAR is seasonally adjusted annualized rate.



## Labor Market Strength Continues

- The U.S. labor market continues to tighten, adding an average of 182,000 jobs per month over the past year.
- The headline unemployment rate ticked down to 4.5% in March while the U-6 rate, which includes part-time and discouraged workers for economic reasons, fell to 8.2%, the lowest since 2007.
- The annual growth rate of average hourly earnings—an important gauge of wage growth—averaged 2.7% over the past 12 months.

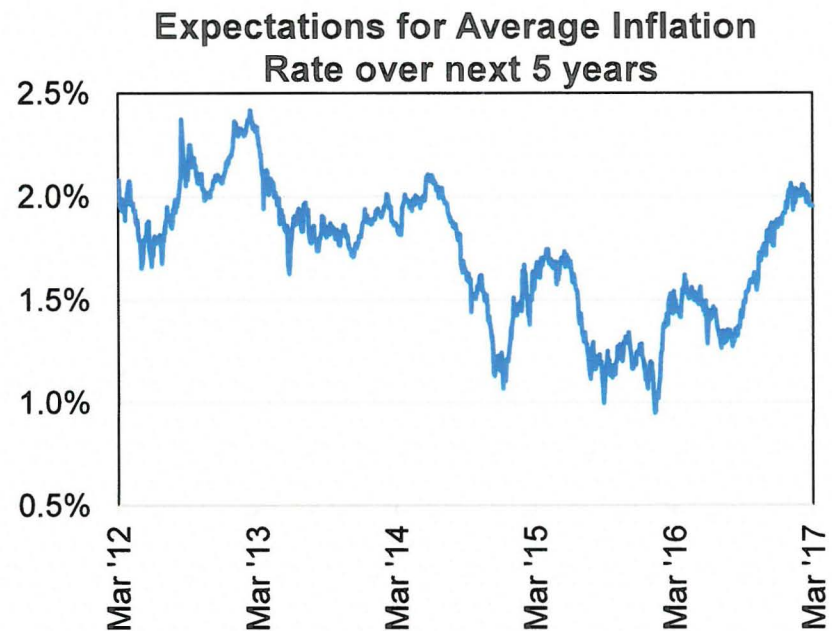
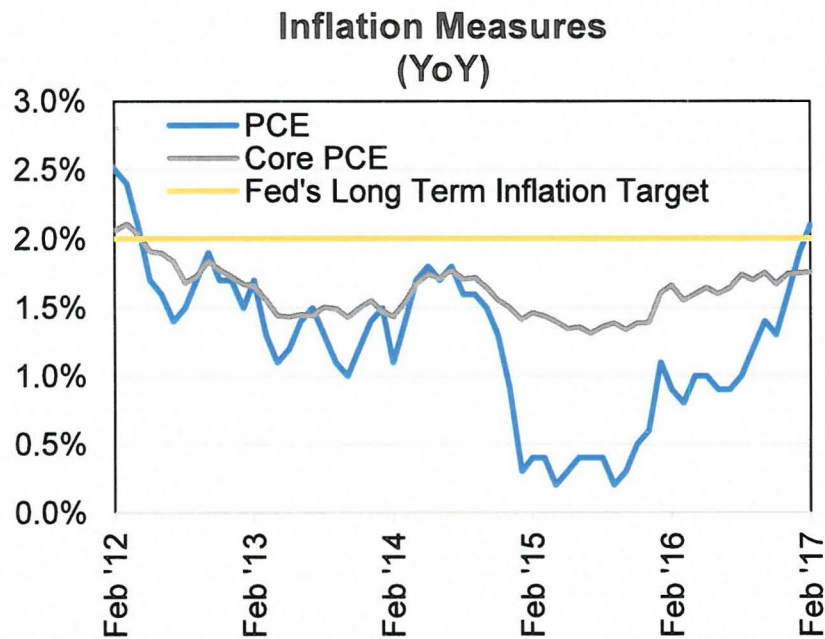


Source: Bloomberg, as of March 2017.



## Inflation Rising Slowly

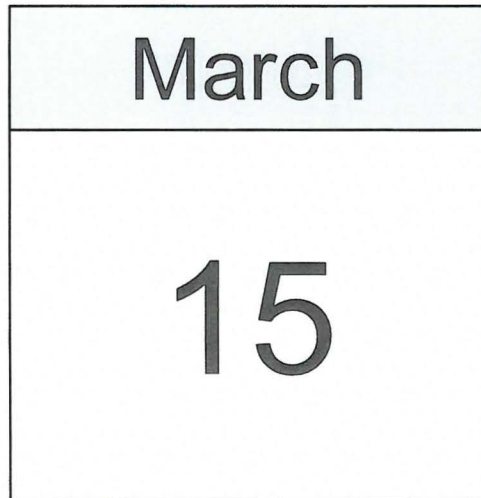
- The core personal consumption expenditures (PCE) price index, the Fed's preferred gauge of core inflation, ticked up during the first quarter to 1.8% year-over-year through February inching closer to the Fed's 2% target.
- Investors are expecting inflation to pick up, with market expectations for inflation over the next five years recovering to levels last seen in 2014; should President Trump realize his proposed spending policies, price pressures could increase and prompt the Federal Reserve to raise rates faster.



Source: Bloomberg, as of 3/31/17.



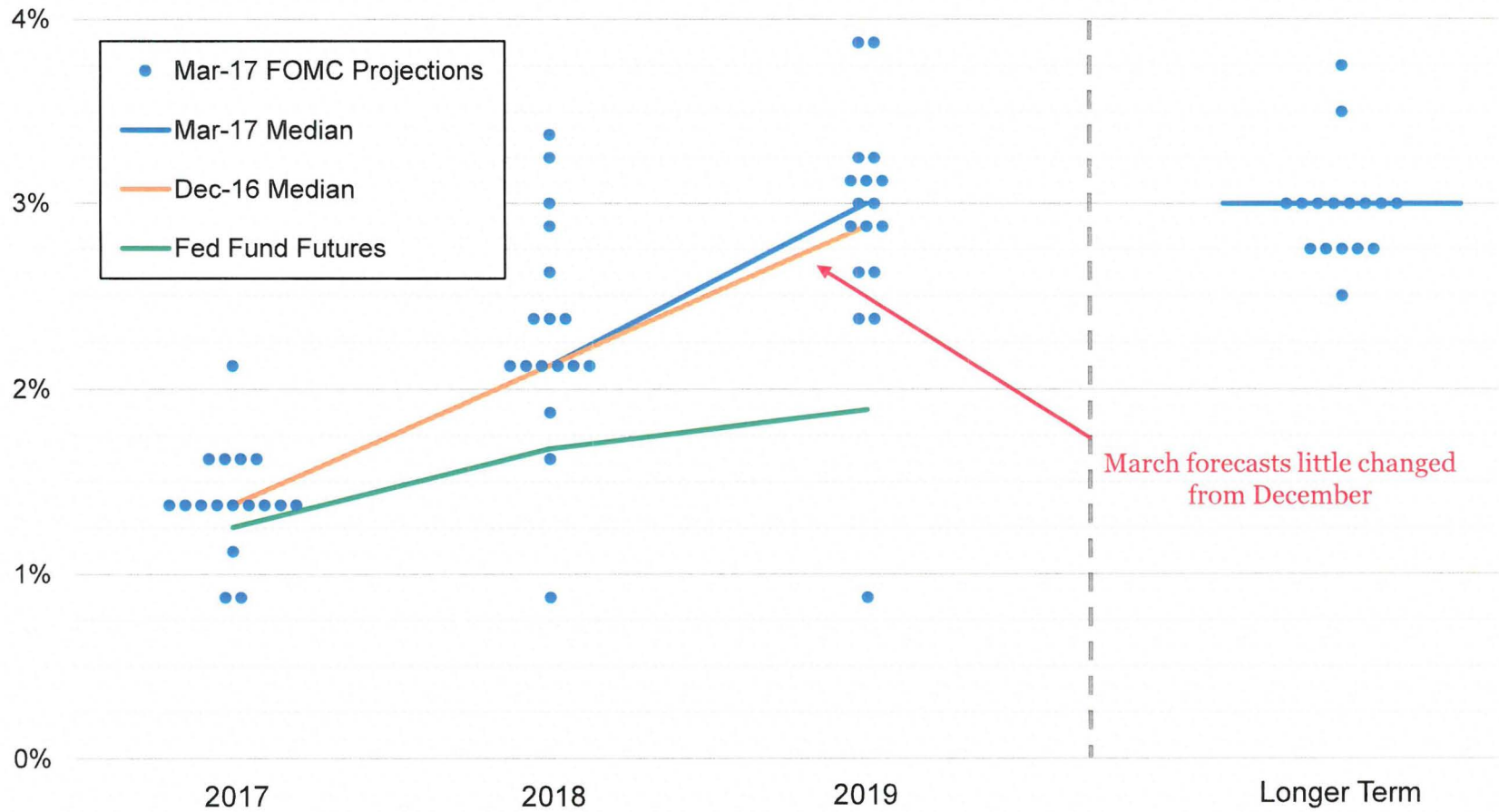
## FOMC Statement Highlights



- Information received since the FOMC met in February indicates that the **labor market has continued to strengthen** and that **economic activity has continued to expand at a moderate pace.**
  - **Job gains remained solid** and the **unemployment rate was little changed** in recent months.
  - **Inflation has increased in recent quarters**, moving close to the Committee's 2 percent longer-run objective; **excluding energy and food prices, inflation was little changed** and continued to run somewhat below 2%.
- 
- In view of realized and expected labor market conditions and inflation, the Committee decided to **raise the target range for the federal funds rate to 0.75% - 1.00%.**
  - The committee expects that economic conditions will evolve in a manner that will warrant **gradual increases in the federal funds rate.**
  - Minneapolis Fed President Neel Kashkari **was the only dissenter**, who preferred at this meeting to maintain the existing target range for the federal funds rate.



## FOMC “Dot Plot”



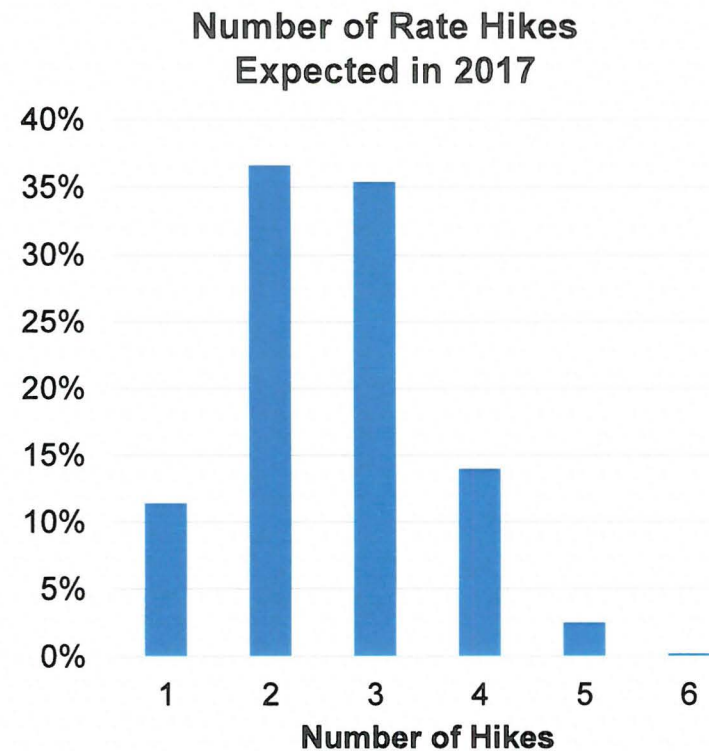
Source: Federal Reserve and Bloomberg. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year-end. Fed fund futures as of 3/31/17.



## Fed Rate Hike Probabilities

- Market implied probabilities indicate that there is a 70% chance of the Federal Reserve raising rates at their June meeting. Additionally, the market has priced in a roughly 35% chance of three total rate hikes in 2017.

Meeting	5/1/2017
5/3/2017	13%
6/14/2017	70%
7/26/2017	73%
9/20/2017	84%
11/1/2017	85%
12/13/2017	89%
1/31/2018	89%



Source: Bloomberg, as of 5/1/17.



# Portfolio Review



## Yolo County Investment Objectives

Objective	Achieved through...
<b>Safety</b> <i>Safety of principal is the foremost objective of the investment program. Investments of the County shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.</i>	<ul style="list-style-type: none"><li>• High-quality investments</li><li>• Diversification by sector, issuer, and maturity</li></ul>
<b>Liquidity</b> <i>The investment portfolio shall be maintained in such a manner as to provide sufficient liquidity to meet the operating requirements of any of the participants.</i>	<ul style="list-style-type: none"><li>• Cash flow coordination with County staff members</li><li>• Appropriate allocation between liquid funds and investment portfolio balances</li></ul>
<b>Return on Investment</b> <i>The investment portfolio of the County shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow considerations.</i>	<ul style="list-style-type: none"><li>• Duration management</li><li>• Use of high-quality credit instruments</li><li>• Active trading based on continual evaluation of relative value among allowable sectors</li></ul>

Source: Yolo County's Investment Policy. Approved December 15, 2015.





## First Quarter 2017 Recap

- Our strategy is to maintain the portfolio duration close to the benchmark duration unless we have a strong conviction that being shorter or longer will benefit the portfolio. At quarter end, we aligned the portfolio duration with the benchmark duration since market conditions were consistent with an economic outlook for moderate growth.
- Federal agency yield spreads remained low throughout the quarter as demand continued to outpace supply.
- We increased corporate allocations as the sector continued to provide incremental income and benefit from “roll-down.” The corporate sector outperformed comparable-maturity Treasuries for the sixth straight quarter, but we remain cautious and selective as spreads continue to narrow.
- We participated in new asset-backed security (ABS) issues as AAA-rated tranches of high quality structures offered good value. The ABS sector performed well during the quarter, benefitting portfolio return and diversification.
- Yields on commercial paper (CP) and bank certificates of deposit (CDs) rose sharply in the second half of 2016 due to significant money market fund reforms. Although spreads narrowed after the March Fed rate hike, CPs and CDs continued to offer excellent investment opportunities in short-term credit instruments.



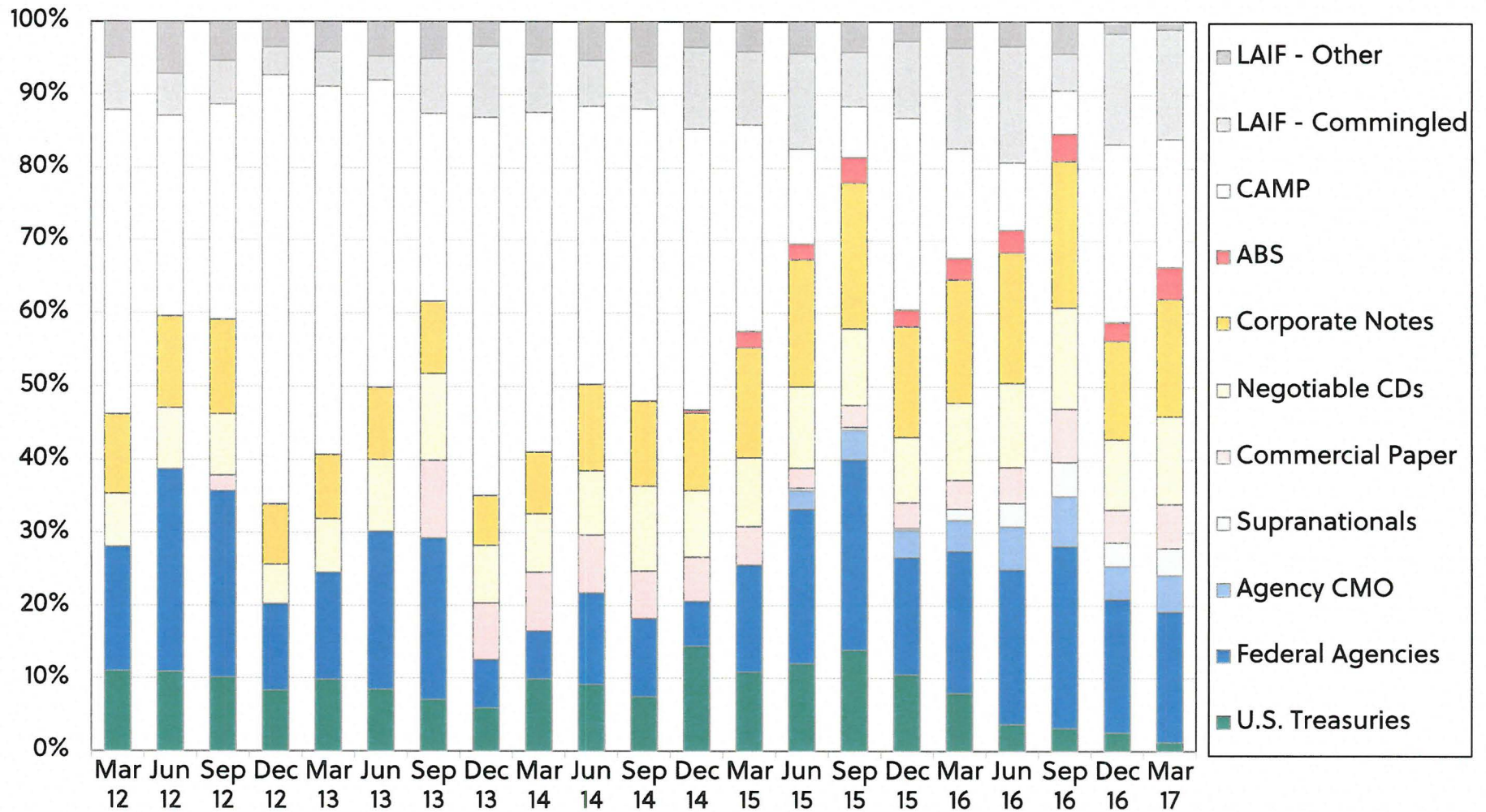
## Portfolio Composition

Security Type	Market Value*	Percent of Portfolio	% Change vs 12/31/16	Permitted by Policy	In Compliance
U.S. Treasury	\$4,904,759	1%	-1%	100%	✓
Federal Agencies	\$74,943,255	18%	-	100%	✓
Federal Agency CMOs	\$20,783,142	5%	-	100%	✓
Supranationals	\$15,486,722	4%	-	30%	✓
Commercial Paper	\$25,210,557	6%	+2%	40%	✓
Negotiable CDs	\$50,116,886	12%	+2%	30%	✓
Medium-Term Corporate Notes	\$66,688,779	16%	+3%	30%	✓
Asset-Backed Securities (ABS)	\$18,265,857	4%	+2%	20%	✓
CAMP	\$73,318,130	18%	-7%	100%	✓
LAIF - Total	\$66,702,551	15%	-1%	\$65 million per account	✓
<b>Total</b>	<b>\$416,420,639</b>	<b>100%</b>			

End of quarter trade-date market values of portfolio holdings. Detail may not add to total due to rounding.



## Adding Value Through Sector Allocation





## Portfolio Issuer Distribution

Federal Agencies	
FNMA	13%
FHLMC	6%
FHLB	4%

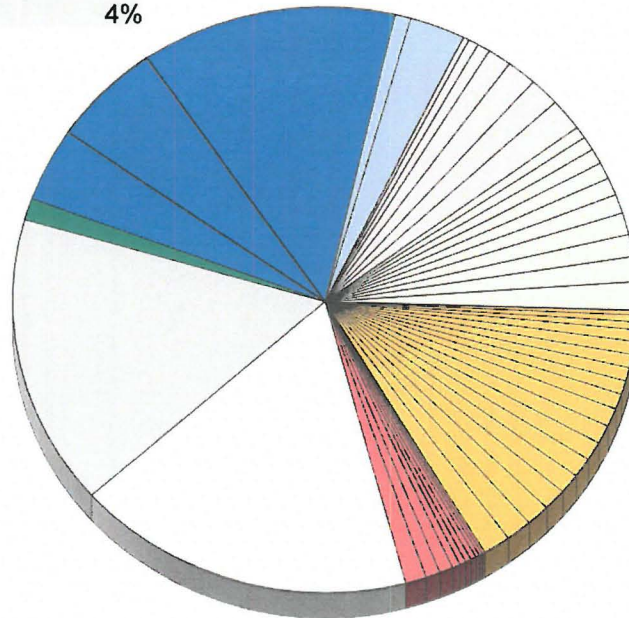
Supranationals	
IBRD	3%
IADB	1%

CP Issuers	
BNP Paribas	2%
Bank of Montreal	2%
Credit Agricole	1%
Bank of Tokyo Mitsubishi	1%
Toyota Motor CP	1%
BNP Paribas NY	<1%

CD Issuers	
Svenska Handelsbanken (NY)	2%
Canadian Imperial Bank (NY)	2%
Bank of Nova Scotia (Houston)	1%
Skandinaviska Enskilda (NY)	1%
Royal Bank of Canada (NY)	1%
National Australia Bank (NY)	1%
U.S. Bank NA	1%
Nordea Bank Finland (NY)	1%
Rabobank Nederland NV (NY)	1%
Toronto Dominion Bank (NY)	1%

U.S.  
Treasury  
1%

LAIF  
15%



CAMP  
18%

ABS Issuers	
Nissan Auto Receivables	1%
Ally Auto Receivables Trust	1%
Toyota Auto Receivables	<1%
Honda Auto Receivables	<1%
Carmax Auto Trust	<1%
Harot	<1%
Hart	<1%
Hyundai Auto Receivables	<1%
TAOT	<1%
JDOT	<1%

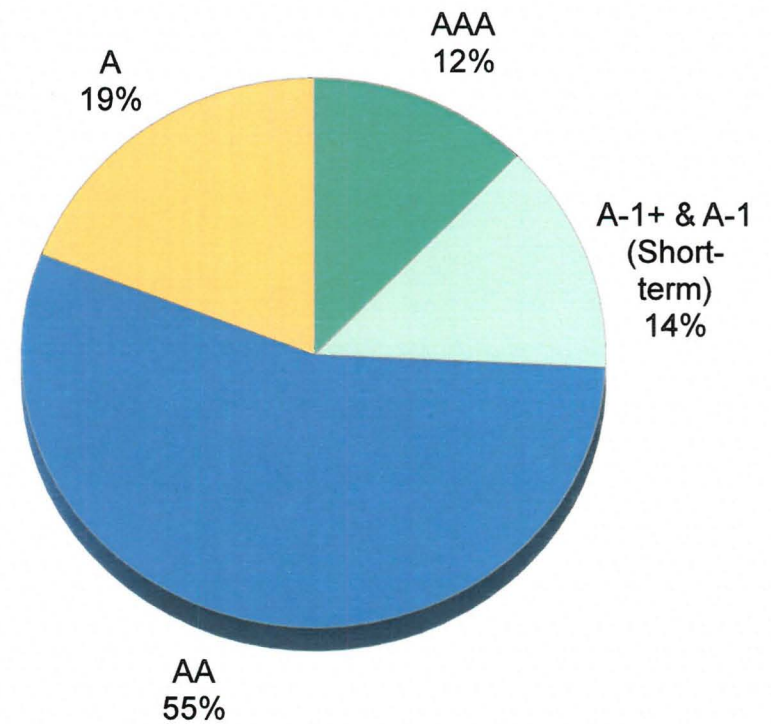
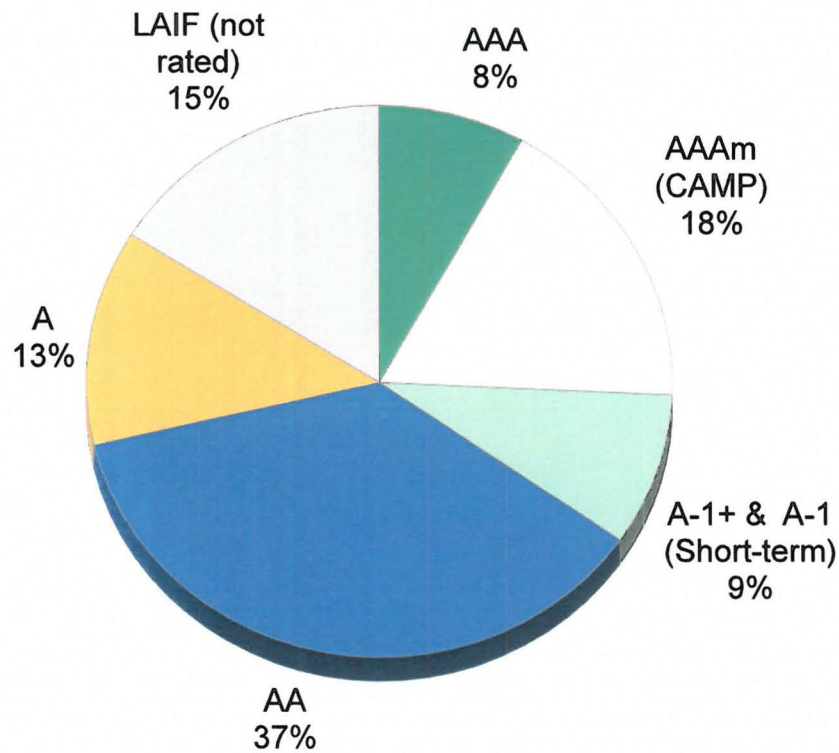
Corporate Issuers	
American Express	1%
John Deere CC	1%
American Honda Finance	1%
Bank of New York	1%
Cisco Systems	1%
General Electric CC	1%
Exxon Mobil	1%
Toyota Motor CC	1%
IBM	1%
Apple	1%
Chevron Corp	1%
Comcast	1%
JP Morgan Chase	1%
Wells Fargo	1%
Berkshire Hathaway	1%
Disney	<1%
PepsiCo	<1%
HSBC USA	<1%

As of March 31, 2017. Percentages may not sum to 100% due to rounding.



## Portfolio Credit Quality

- The County's portfolio comprises high-quality securities.

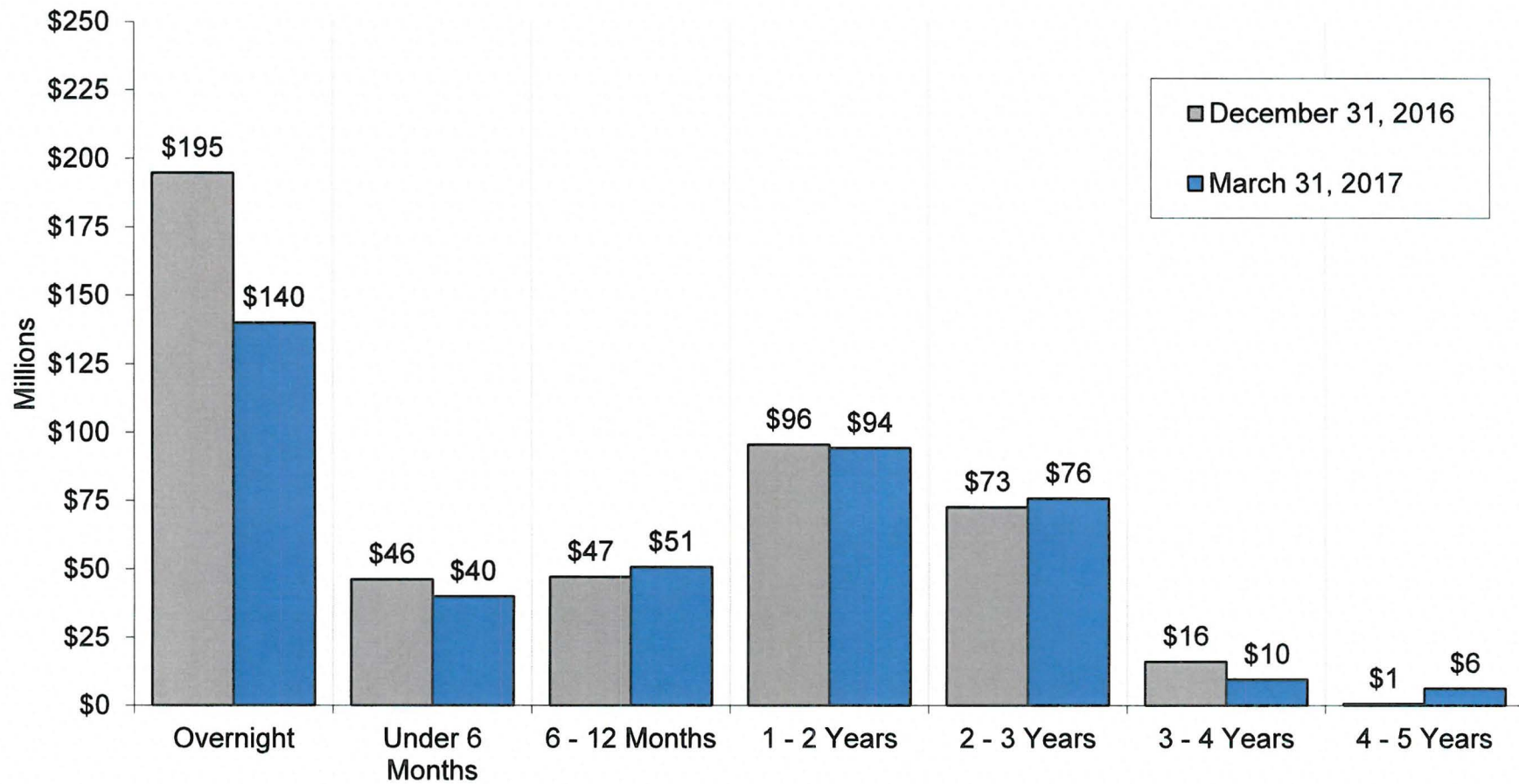


As of December 31, 2106. Percentages may not sum to 100% due to rounding.

Ratings are based on Standard & Poor's, if provided. If Standard & Poor's ratings are not provided, ratings by Moody's and/or Fitch are used.



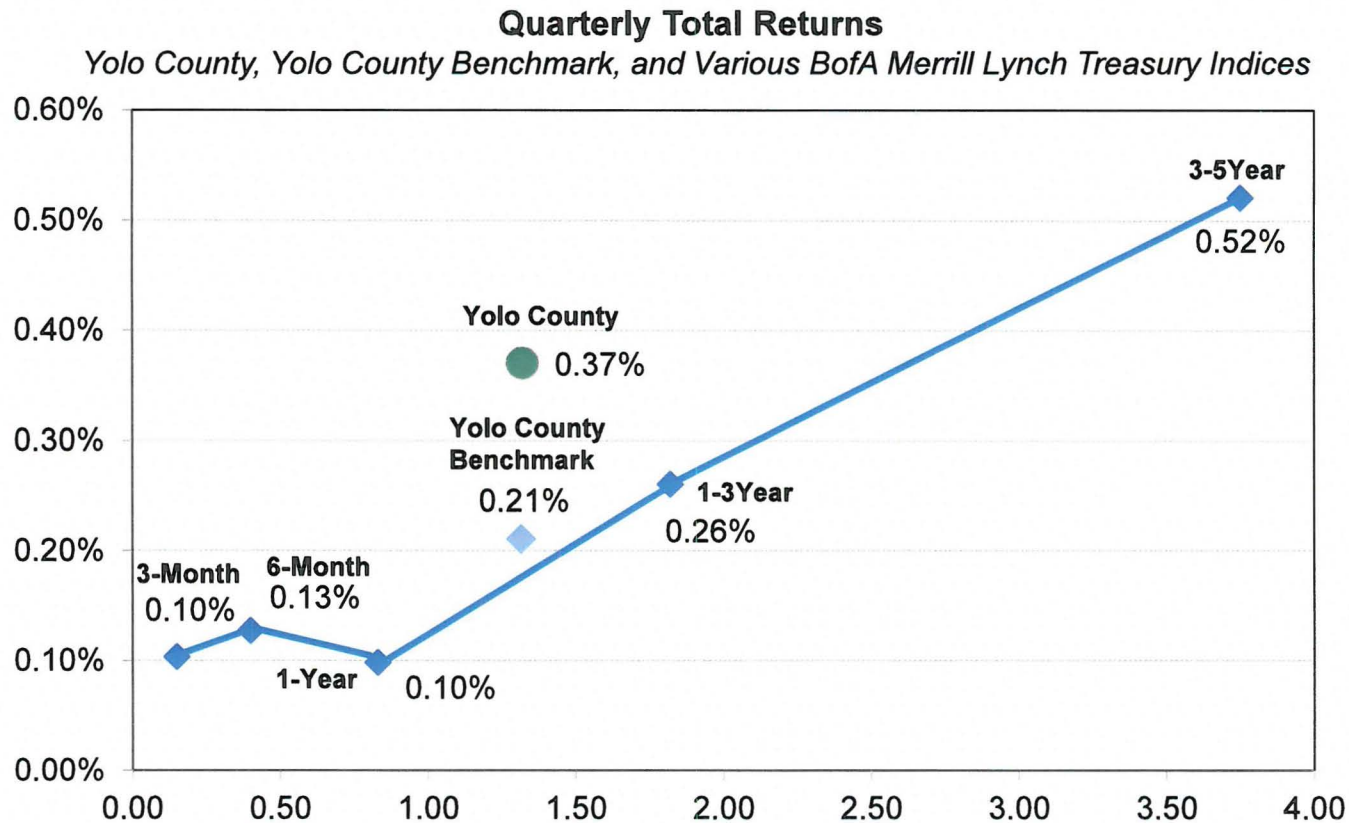
## Portfolio Maturity Distribution



Callable and floating-rate securities are included in the maturity distribution analysis to their stated maturity date.



## Portfolio Has A Higher Return Than The Benchmark



### Yields

Portfolio Yield and LAIF Quarterly Apportionment Rate	
Yolo County	1.32%
LAIF	0.78%

For periods ending as of March 31, 2017.

Source: Bloomberg, LAIF website.

The County's benchmark is the Bank of America (BofA) Merrill Lynch 1-3 Year U.S. Treasury index prior to the quarter ending March 31, 2002 and, thereafter, a blend of 50% BofA Merrill Lynch 1-3 Year U.S. Treasury index and 50% BofA Merrill Lynch 3-month Treasury Bill index until March 31, 2015. At that point, the benchmark was changed to a blend of 30% BofA Merrill Lynch 3-month Treasury index and 70% BofA Merrill Lynch 1-3 year U.S. Treasury Index.



## Portfolio Has Generated Strong Returns

### Total Return For periods ended March 31, 2017

	Duration (years)	Past Quarter	Past 1 Year	Past 5 Years	Past 10 Years	Since Inception
Yolo County	1.32	0.37%	0.88%	0.84%	2.04%	3.27%
Treasury Benchmark	1.32	0.21%	0.28%	0.41%	1.36%	2.58%

Performance on a trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).

Bank of America Merrill Lynch indices provided by Bloomberg Financial Markets.

Inception date is June 30, 1998.

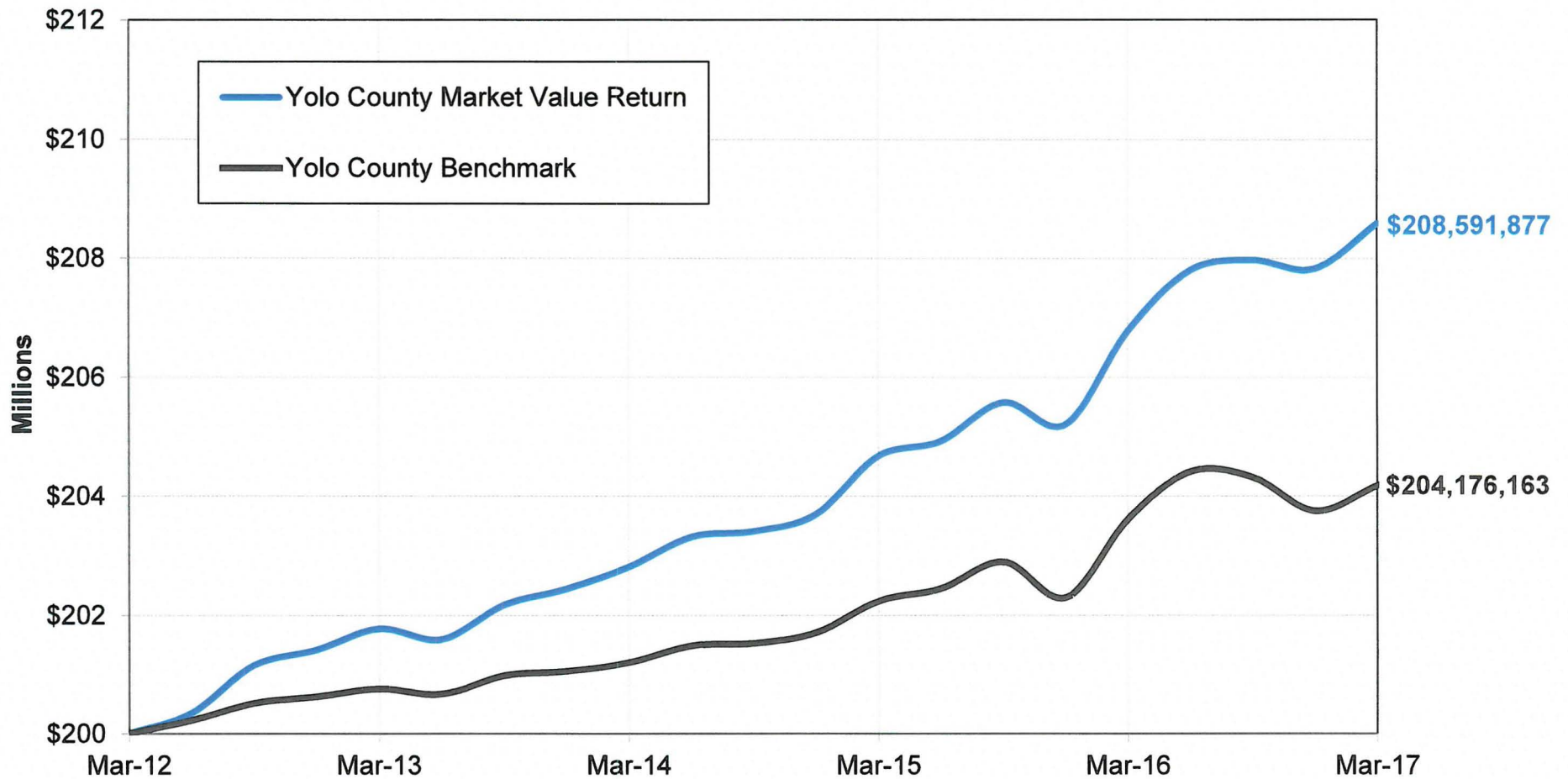
Performance, yield, and duration calculations exclude holdings in CAMP, LAIF, and the money market fund.

The County's benchmark is the Bank of America (BofA) Merrill Lynch 1-3 Year U.S. Treasury index prior to the quarter ending March 31, 2002 and, thereafter, a blend of 50% BofA Merrill Lynch 1-3 Year U.S. Treasury index and 50% BofA Merrill Lynch 3-month Treasury Bill index until March 31, 2015. At that point, the benchmark was changed to a blend of 30% BofA Merrill Lynch 3-month Treasury index and 70% BofA Merrill Lynch 1-3 year U.S. Treasury Index.





## County's Strategy Continues to Be Effective



Source: Bloomberg.  
Hypothetical growth of \$200 million.  
Past performance is not indicative of future performance.



## Current Outlook and Strategy

- We estimate the Fed will make two additional rate hikes in 2017, matching the three hikes projected for 2017 by the Committee's "dot plot." Furthermore, a potential reduction in the size of the Fed's balance sheet later in the year could have significant implications for the markets.
- Since yields are currently stable and we expect no action at the next FOMC meeting in May, our strategy is to match the portfolio duration with the benchmark duration. We will continue to revisit this position regularly since there is potential for higher yields later in the year.
- Agency yield spreads over Treasuries continue to remain narrow. As a result, our strategy will generally favor U.S. Treasuries over agencies, unless specific issues offer identifiable value.
- Although yield spreads on corporate securities drifted wider at the end of the first quarter, they remain near multi-year lows. Improving corporate profits, as well as anticipated pro-business measures from the Trump administration, form a favorable backdrop for the credit sector.
- We will continue to evaluate opportunities in the ABS sector, purchasing those issues we believe are well structured, offer adequate yield spreads, and which have limited extension and headline risk from Fed balance sheet tapering.
- Yields on commercial paper and negotiable CDs continue to offer significant yield pickup relative to short-term government securities.
- We will continue to monitor incoming economic data, Fed policy, and sector relationships to identify market opportunities. This will include assessing the impact of additional policies put forth by the Trump administration.



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES	DTD 02/02/2015 1.250% 01/31/2020	912828H52	2,500,000.00	AA+	Aaa	12/01/16	12/05/16	2,480,957.03	1.50	5,179.56	2,482,865.40	2,483,887.50
US TREASURY NOTES	DTD 09/30/2015 1.375% 09/30/2020	912828L65	2,440,000.00	AA+	Aaa	03/15/17	03/17/17	2,399,301.56	1.86	91.67	2,399,765.77	2,415,600.00
<b>Security Type Sub-Total</b>			<b>4,940,000.00</b>					<b>4,880,258.59</b>	<b>1.68</b>	<b>5,271.23</b>	<b>4,882,631.17</b>	<b>4,899,487.50</b>
<b>Supra-National Agency Bond / Note</b>												
INTL BANK OF RECON AND DEV SN (FLOATER)	DTD 09/30/2015 1.152% 09/30/2017	45905UTJ3	5,110,000.00	AAA	Aaa	03/17/16	03/24/16	5,100,802.00	0.73	327.10	5,110,000.00	5,109,918.24
INTL BANK OF RECON AND DEV GLOBAL NOTES	DTD 04/30/2015 1.000% 06/15/2018	459058EJ8	1,350,000.00	AAA	Aaa	04/22/15	04/30/15	1,347,691.50	1.06	3,975.00	1,349,099.36	1,345,310.10
INTL BANK OF RECON AND DEV SN NOTES	DTD 04/19/2016 0.875% 07/19/2018	459058FE8	2,800,000.00	AAA	Aaa	04/12/16	04/19/16	2,795,044.00	0.95	4,900.00	2,797,120.00	2,784,815.60
INTER-AMERICAN DEVELOPMENT BANK	DTD 04/12/2016 1.000% 05/13/2019	458182DX7	3,500,000.00	AAA	Aaa	04/05/16	04/12/16	3,489,500.00	1.10	13,416.67	3,492,756.33	3,465,227.50
INTL BANK OF RECON AND DEV SN NOTE	DTD 07/13/2016 0.875% 08/15/2019	459058FK4	2,800,000.00	AAA	Aaa	07/06/16	07/13/16	2,799,412.00	0.88	3,130.56	2,799,544.02	2,755,701.20
<b>Security Type Sub-Total</b>			<b>15,560,000.00</b>					<b>15,532,449.50</b>	<b>0.91</b>	<b>25,749.33</b>	<b>15,548,519.71</b>	<b>15,460,972.64</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>												
FNMA SERIES 2015-M7 ASQ2	DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	1,085,000.00	AA+	Aaa	04/15/15	04/30/15	1,095,846.09	0.83	1,401.46	1,087,652.30	1,084,054.53
FNMA SERIES 2015-M3 FA	DTD 02/01/2015 0.800% 06/01/2018	3136AMMCO	812,872.13	AA+	Aaa	02/12/15	02/27/15	812,659.72	0.39	543.08	812,872.13	813,011.05
FNMA SERIES M4 FA	DTD 03/01/2015 0.790% 09/01/2018	3136AMTM1	1,201,804.05	AA+	Aaa	03/12/15	03/31/15	1,201,496.01	0.38	791.23	1,201,804.05	1,201,847.19



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Federal Agency Collateralized Mortgage Obligation</b>												
FNMA SERIES 2015-M8 FA		3136ANMF1	1,050,372.73	AA+	Aaa	05/13/15	05/29/15	1,050,123.71	0.36	655.35	1,050,372.73	1,050,491.11
DTD 05/01/2015 0.749% 11/01/2018												
FNMA SERIES 2015-M15 ASQ2		3136AQS1	1,260,000.00	AA+	Aaa	11/06/15	11/30/15	1,272,599.87	1.20	1,992.98	1,266,179.80	1,261,638.13
DTD 11/01/2015 1.898% 01/01/2019												
FHLMC SERIES KP03 A1		3137BNMZ4	1,392,872.86	AA+	Aaa	04/15/16	04/28/16	1,406,790.44	0.99	2,017.34	1,401,478.96	1,392,171.27
DTD 04/01/2016 1.738% 03/01/2019												
FNMA SERIES 2015-M10 FA		3136ANA98	3,484,030.69	AA+	Aaa	06/12/15	06/30/15	3,483,022.43	0.43	2,413.77	3,484,030.69	3,485,655.99
DTD 06/01/2015 0.831% 03/01/2019												
FNMA SERIES 2016-M9 ASQ2		3136ASPX8	3,820,000.00	AA+	Aaa	06/09/16	06/30/16	3,858,198.09	1.05	5,682.25	3,846,719.41	3,821,066.54
DTD 06/01/2016 1.785% 06/01/2019												
FANNIE MAE SERIES 2015-M13 ASQ2		3136AOD00	2,598,515.76	AA+	Aaa	10/07/15	10/30/15	2,624,537.04	1.08	3,564.30	2,613,561.30	2,598,255.13
DTD 10/01/2015 1.646% 09/01/2019												
FNMA SERIES 2015-M12 FA		3136AP3Z3	4,052,098.81	AA+	Aaa	09/10/15	09/30/15	4,050,640.04	0.54	3,121.37	4,052,098.81	4,052,767.81
DTD 09/01/2015 0.924% 04/01/2020												
<b>Security Type Sub-Total</b>			<b>20,757,567.03</b>					<b>20,855,913.44</b>	<b>0.75</b>	<b>22,183.13</b>	<b>20,816,770.18</b>	<b>20,760,958.75</b>
<b>Federal Agency Bond / Note</b>												
FHLMC NOTES		3137EADN6	5,000,000.00	AA+	Aaa	07/20/15	07/21/15	4,969,650.00	1.00	8,229.17	4,990,351.90	4,988,720.00
DTD 11/21/2012 0.750% 01/12/2018												
FHLB NOTES		3130A7CX1	1,675,000.00	AA+	Aaa	02/17/16	02/18/16	1,674,480.75	0.89	488.54	1,674,757.13	1,671,167.60
DTD 02/18/2016 0.875% 03/19/2018												
FNMA NOTE		3135G0J61	2,575,000.00	AA+	Aaa	03/02/16	03/04/16	2,569,850.00	0.97	187.76	2,572,514.46	2,568,843.18
DTD 03/04/2016 0.875% 03/28/2018												
FHLMC REFERENCE NOTE		3137EAEA3	4,285,000.00	AA+	Aaa	04/06/16	04/07/16	4,278,272.55	0.83	15,354.58	4,281,557.05	4,268,065.68
DTD 04/07/2016 0.750% 04/09/2018												
FEDERAL HOME LOAN BANKS AGCY		3130A8BD4	1,950,000.00	AA+	Aaa	05/26/16	05/27/16	1,945,300.50	0.99	4,360.42	1,947,187.46	1,942,463.25
DTD 05/27/2016 0.875% 06/29/2018												
FHLB NOTES		3130A8PK3	7,000,000.00	AA+	Aaa	07/07/16	07/08/16	6,985,440.00	0.73	6,562.50	6,990,525.36	6,946,863.00
DTD 07/08/2016 0.625% 08/07/2018												



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Federal Agency Bond / Note</b>											
FNMA BENCHMARK NOTE DTD 09/01/2015 1.125% 10/19/2018	3135G0E58	745,000.00	AA+	Aaa	09/01/15	09/02/15	743,837.80	1.18	3,771.56	744,418.13	743,793.10
FNMA BENCHMARK NOTE DTD 09/01/2015 1.125% 10/19/2018	3135G0E58	4,000,000.00	AA+	Aaa	11/13/15	11/16/15	3,986,920.00	1.24	20,250.00	3,993,015.24	3,993,520.00
FNMA NOTES DTD 11/03/2015 1.125% 12/14/2018	3135G0G72	4,190,000.00	AA+	Aaa	03/02/16	03/04/16	4,194,818.50	1.08	14,010.31	4,192,979.97	4,179,893.72
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	1,500,000.00	AA+	Aaa	02/19/16	02/23/16	1,496,460.00	1.08	1,458.33	1,497,747.68	1,490,196.00
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	3,000,000.00	AA+	Aaa	06/27/16	06/29/16	3,016,980.00	0.78	2,916.67	3,012,193.38	2,980,392.00
FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019	3135G0J53	3,495,000.00	AA+	Aaa	05/03/16	05/06/16	3,498,219.14	0.97	3,397.92	3,497,199.37	3,472,156.68
FREDDIE MAC NOTES DTD 04/16/2012 1.750% 05/30/2019	3137EADG1	2,820,000.00	AA+	Aaa	03/03/17	03/03/17	2,838,160.80	1.46	16,587.08	2,837,546.21	2,842,091.88
FHLB GLOBAL NOTE DTD 06/03/2016 1.125% 06/21/2019	3130A8DB6	6,150,000.00	AA+	Aaa	06/02/16	06/03/16	6,147,417.00	1.14	19,218.75	6,148,103.03	6,115,560.00
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAEB1	1,475,000.00	AA+	Aaa	07/19/16	07/20/16	1,471,430.50	0.96	2,581.25	1,472,252.03	1,457,077.28
FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019	3137EAEB1	5,280,000.00	AA+	Aaa	10/03/16	10/05/16	5,262,787.20	0.99	9,240.00	5,265,783.34	5,215,842.72
FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019	3135G0N33	3,760,000.00	AA+	Aaa	07/29/16	08/02/16	3,753,683.20	0.93	5,391.94	3,755,066.47	3,711,195.20
FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019	3135G0P49	6,260,000.00	AA+	Aaa	08/31/16	09/02/16	6,250,234.40	1.05	5,390.56	6,252,091.68	6,193,500.02
FANNIE MAE GLOBAL NOTES DTD 10/25/2016 1.000% 10/24/2019	3135G0R39	3,035,000.00	AA+	Aaa	01/03/17	01/05/17	2,992,054.75	1.52	13,151.67	2,995,655.72	2,998,024.60
FREDDIE MAC AGENCY NOTE DTD 01/17/2017 1.500% 01/17/2020	3137EAEE5	3,515,000.00	AA+	Aaa	02/01/17	02/03/17	3,504,911.95	1.60	10,837.92	3,505,453.51	3,509,400.61



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Federal Agency Bond / Note</b>											
FNMA NOTES DTD 02/28/2017 1.500% 02/28/2020	3135G0T29	3,495,000.00	AA+	Aaa	02/24/17	02/28/17	3,492,763.20	1.52	4,514.38	3,492,826.91	3,486,587.54
<b>Security Type Sub-Total</b>		<b>75,205,000.00</b>					<b>75,073,672.24</b>	<b>1.07</b>	<b>167,901.31</b>	<b>75,119,226.03</b>	<b>74,775,354.06</b>
<b>Corporate Note</b>											
COMCAST CORP NOTE DTD 10/28/1997 8.875% 05/01/2017	20029PAG4	3,000,000.00	A-	A3	03/02/15	03/05/15	3,491,520.00	1.16	110,937.50	3,019,186.95	3,016,347.00
THE WALT DISNEY CORPORATION CORP NOTE DTD 06/02/2014 0.875% 05/30/2017	25468PCZ7	1,745,000.00	A	A2	05/28/14	06/02/14	1,741,859.00	0.94	5,132.00	1,744,826.08	1,744,555.03
HSBC USA INC DTD 06/23/2014 1.300% 06/23/2017	40434CAA3	1,110,000.00	A	A2	06/16/14	06/23/14	1,108,312.80	1.35	3,928.17	1,109,869.73	1,109,738.04
PEPSICO, INC DTD 07/17/2015 1.125% 07/17/2017	713448CW6	615,000.00	A	A1	07/14/15	07/17/15	614,803.20	1.14	1,422.19	614,970.78	614,702.96
CHEVRON CORP NOTE DTD 11/18/2014 1.345% 11/15/2017	166764AL4	1,650,000.00	AA-	Aa2	11/10/14	11/18/14	1,650,000.00	1.35	8,383.83	1,650,000.00	1,650,112.20
TOYOTA MOTOR CREDIT CORP NOTE DTD 01/12/2015 1.450% 01/12/2018	89236TCA1	715,000.00	AA-	Aa3	01/07/15	01/12/15	714,020.45	1.50	2,275.09	714,741.06	714,884.89
CISCO SYSTEMS INC CORP NOTE DTD 02/29/2016 1.400% 02/28/2018	17275RBA9	2,160,000.00	AA-	A1	02/22/16	02/29/16	2,160,000.00	1.40	2,604.00	2,160,000.00	2,160,133.92
JP MORGAN CHASE CORP NOTES (CALLABLE) DTD 03/02/2015 1.700% 03/01/2018	46623EKD0	3,050,000.00	A-	A3	02/25/15	03/02/15	3,049,207.00	1.71	4,320.83	3,049,753.04	3,050,683.20
EXXON MOBIL CORP NOTES DTD 03/06/2015 1.305% 03/06/2018	30231GAL6	4,325,000.00	AA+	Aaa	03/04/15	03/06/15	4,325,000.00	1.31	3,919.53	4,325,000.00	4,321,544.33
AMERICAN HONDA FINANCE CORP NOTES DTD 03/13/2015 1.500% 03/13/2018	02665WAT8	4,475,000.00	A+	A1	03/10/15	03/13/15	4,469,003.50	1.55	3,356.25	4,473,071.41	4,476,973.48
GENERAL ELEC CAP CORP GLOBAL NOTES DTD 04/02/2013 1.625% 04/02/2018	36962G6W9	4,495,000.00	AA-	A1	07/01/15	07/07/15	4,508,035.50	1.52	36,318.98	4,499,852.85	4,504,740.67



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

<b>Security Type/Description</b>	<b>Dated Date/Coupon/Maturity</b>	<b>CUSIP</b>	<b>Par</b>	<b>S&amp;P Rating</b>	<b>Moody's Rating</b>	<b>Trade Date</b>	<b>Settle Date</b>	<b>Original Cost</b>	<b>YTM at Cost</b>	<b>Accrued Interest</b>	<b>Amortized Cost</b>	<b>Market Value</b>
<b>Corporate Note</b>												
PEPSICO, INC CORP NOTES DTD 04/30/2015 1.250% 04/30/2018		713448CR7	1,025,000.00	A	A1	04/27/15	04/30/15	1,024,877.00	1.25	5,374.13	1,024,955.18	1,024,436.25
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 05/29/2015 1.600% 05/22/2018		06406HDB2	4,970,000.00	A	A1	05/22/15	05/29/15	4,969,552.70	1.60	28,494.67	4,969,823.91	4,969,080.55
TOYOTA MOTOR CREDIT CORP DTD 07/13/2015 1.550% 07/13/2018		89236TCP8	1,940,000.00	AA-	Aa3	07/08/15	07/13/15	1,938,351.00	1.58	6,515.17	1,939,285.32	1,942,046.70
AMERICAN EXPRESS CRD CRP NT (CALLABLE) DTD 07/31/2015 1.800% 07/31/2018		0258M0DV8	2,925,000.00	A-	A2	09/15/15	09/18/15	2,919,033.00	1.87	8,921.25	2,922,203.12	2,929,106.70
JOHN DEERE CAPITAL CORP NOTE DTD 09/11/2015 1.750% 08/10/2018		24422ETA7	4,365,000.00	A	A2	09/08/15	09/11/15	4,360,722.30	1.78	10,821.56	4,362,967.66	4,376,628.36
AMERICAN EXP CREDIT CORP NT (CALLABLE) DTD 11/05/2015 1.875% 11/05/2018		0258M0DZ9	1,375,000.00	A-	A2	10/29/15	11/05/15	1,374,876.25	1.88	10,455.73	1,374,933.38	1,377,349.88
JOHN DEERE CAPITAL CORP NOTE DTD 01/08/2016 1.950% 01/08/2019		24422ETE9	1,245,000.00	A	A2	01/05/16	01/08/16	1,244,925.30	1.95	5,597.31	1,244,955.43	1,251,869.91
TOYOTA MOTOR CREDIT CORP DTD 02/19/2016 1.700% 02/19/2019		89236TCU7	1,630,000.00	AA-	Aa3	02/16/16	02/19/16	1,629,804.40	1.70	3,232.83	1,629,876.07	1,632,741.66
AMERICAN HONDA FINANCE CORP NOTES DTD 02/23/2016 1.700% 02/22/2019		02665WBA8	615,000.00	A+	A1	02/18/16	02/23/16	614,877.00	1.71	1,132.63	614,921.58	614,330.27
CHEVRON CORP CORP NOTES DTD 03/03/2017 1.686% 02/28/2019		166764BS8	1,470,000.00	AA-	Aa2	02/28/17	03/03/17	1,470,000.00	1.69	1,927.66	1,470,000.00	1,471,544.97
BERKSHIRE HATHAWAY INC NOTES DTD 03/15/2016 1.700% 03/15/2019		084664CG4	1,435,000.00	AA	Aa2	03/08/16	03/15/16	1,433,909.40	1.73	1,084.22	1,434,282.79	1,437,482.55
IBM CORP NOTES DTD 02/19/2016 1.800% 05/17/2019		459200JE2	4,200,000.00	AA-	Aa3	02/16/16	02/19/16	4,198,278.00	1.81	28,140.00	4,198,831.43	4,218,496.80
BERKSHIRE HATHAWAY INC CORPORATE NOTES DTD 08/15/2016 1.300% 08/15/2019		084664CK5	1,200,000.00	AA	Aa2	08/08/16	08/15/16	1,198,836.00	1.33	1,993.33	1,199,075.88	1,188,513.60



Managed Account Detail of Securities Held

For the Month Ending March 31, 2017

YOLO COUNTY

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Corporate Note</b>											
CISCO SYSTEMS INC CORP NOTES DTD 09/20/2016 1.400% 09/20/2019	17275RBG6	2,460,000.00	AA-	A1	09/13/16	09/20/16	2,457,269.40	1.44	1,052.33	2,457,743.91	2,441,124.42
WELLS FARGO & CO DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	3,000,000.00	A	A2	02/01/17	02/03/17	2,992,740.00	2.23	10,929.17	2,993,121.00	3,006,342.00
APPLE INC BONDS DTD 02/09/2017 1.900% 02/07/2020	037833CK4	3,505,000.00	AA+	Aa1	02/02/17	02/09/17	3,503,282.55	1.92	9,619.28	3,503,363.02	3,515,203.06
AMERICAN EXPRESS CREDIT CORP NOTES DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	1,605,000.00	A-	A2	02/28/17	03/03/17	1,603,330.80	2.24	2,746.33	1,603,372.88	1,607,429.97
<b>Security Type Sub-Total</b>		<b>66,305,000.00</b>					<b>66,766,426.55</b>	<b>1.62</b>	<b>320,635.97</b>	<b>66,304,984.46</b>	<b>66,368,143.37</b>
<b>Commercial Paper</b>											
BANK OF TOKYO MITSUBISHI COMM PAPER -- 0.000% 04/03/2017	06538BR39	5,150,000.00	A-1	P-1	10/04/16	10/04/16	5,117,633.68	1.26	0.00	5,149,642.38	5,149,613.75
TOYOTA MOTOR CREDIT CORP COMM PAPER -- 0.000% 04/13/2017	89233GRD0	2,200,000.00	A-1+	P-1	07/20/16	07/20/16	2,183,030.67	1.05	0.00	2,199,237.33	2,199,342.20
BNP PARIBAS NY BRANCH COMM PAPER -- 0.000% 04/19/2017	09659BRK8	7,320,000.00	A-1	P-1	10/21/16	10/21/16	7,276,080.00	1.21	0.00	7,315,608.00	7,316,369.28
CREDIT AGRICOLE CIB NY COMM PAPER DTD 01/25/2017 0.000% 07/25/2017	22533TUR5	6,500,000.00	A-1	P-1	01/25/17	01/26/17	6,458,400.00	1.29	0.00	6,473,422.22	6,476,229.50
BNP PARIBAS NY BRANCH COMM PAPER DTD 03/13/2017 0.000% 09/13/2017	09659BWD8	1,285,000.00	A-1	P-1	03/13/17	03/13/17	1,276,790.28	1.26	0.00	1,277,638.02	1,277,220.61
ING (US) FUNDING LLC COMM PAPER DTD 02/06/2017 0.000% 11/01/2017	4497W0Y10	2,815,000.00	A-1	P-1	02/06/17	02/06/17	2,784,823.20	1.46	0.00	2,790,903.60	2,791,781.88
<b>Security Type Sub-Total</b>		<b>25,270,000.00</b>					<b>25,096,757.83</b>	<b>1.25</b>	<b>0.00</b>	<b>25,206,451.55</b>	<b>25,210,557.22</b>
<b>Certificate of Deposit</b>											
RABOBANK NEDERLAND NV CERT DEPOS DTD 04/27/2015 1.070% 04/21/2017	21684BXH2	3,150,000.00	A-1	P-1	04/22/15	04/27/15	3,150,000.00	1.07	14,980.00	3,150,000.00	3,150,233.10





**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Certificate of Deposit</b>											
NATL AUSTRALIA BANK NY FLT CERT DEPOS DTD 06/08/2016 1.387% 06/08/2017	63253TE87	4,000,000.00	A-1+	P-1	06/06/16	06/08/16	4,000,000.00	1.00	3,389.64	4,000,000.00	4,003,520.00
US BANK NA CINCINNATI (CALLABLE) CD DTD 09/11/2014 1.375% 09/11/2017	90333VPF1	3,745,000.00	AA-	Aa1	09/09/14	09/11/14	3,738,970.55	1.41	2,860.76	3,744,103.30	3,749,771.13
BANK OF NOVA SCOTIA HOUSTON YCD DTD 11/09/2015 1.560% 11/06/2017	06417GAS7	5,000,000.00	A+	Aa3	11/06/15	11/09/15	5,000,000.00	1.55	31,416.67	5,000,000.00	5,000,375.00
SKANDINAVISKA ENSKILDA BANKEN NY CD DTD 11/17/2015 1.480% 11/16/2017	83050FBG5	5,000,000.00	A-1	P-1	11/16/15	11/17/15	5,000,000.00	1.48	27,955.56	5,000,000.00	4,996,425.00
ROYAL BANK OF CANADA NY CD DTD 03/15/2016 1.700% 03/09/2018	78009NZZ2	4,305,000.00	AA-	Aa3	03/11/16	03/15/16	4,305,000.00	1.69	4,472.42	4,305,000.00	4,310,234.88
TORONTO DOMINION BANK NY CD DTD 03/14/2016 1.720% 03/14/2018	89113E5E2	2,700,000.00	AA-	Aa1	03/14/16	03/16/16	2,700,000.00	1.72	2,322.00	2,700,000.00	2,706,328.80
NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018	65558LWA6	3,400,000.00	AA-	Aa3	12/01/16	12/05/16	3,400,000.00	1.74	19,448.00	3,400,000.00	3,418,815.60
CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018	13606A5Z7	5,650,000.00	A+	Aa3	12/01/16	12/05/16	5,645,593.00	1.78	32,318.00	5,646,304.22	5,681,267.10
SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	6,445,000.00	AA-	Aa2	01/10/17	01/12/17	6,445,000.00	1.91	26,730.64	6,445,000.00	6,427,334.26
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	6,445,000.00	A+	Aa3	02/08/17	02/09/17	6,445,000.00	1.90	17,165.18	6,445,000.00	6,489,522.06
<b>Security Type Sub-Total</b>		<b>49,840,000.00</b>					<b>49,829,563.55</b>	<b>1.61</b>	<b>183,058.87</b>	<b>49,835,407.52</b>	<b>49,933,826.93</b>
<b>Asset-Backed Security / Collateralized Mortgage Obligation</b>											
HONDA ABS 2015-3 A3 DTD 08/19/2015 1.270% 04/18/2019	43814MAC1	1,744,960.80	NR	Aaa	08/12/15	08/19/15	1,744,939.33	1.27	800.26	1,744,949.98	1,743,934.41
CARMAX ABS 2016-3 A2 DTD 07/20/2016 1.170% 08/15/2019	14314EAB7	1,333,650.02	AAA	NR	07/14/16	07/20/16	1,333,541.20	1.18	693.50	1,333,567.01	1,332,704.86



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>Asset-Backed Security / Collateralized Mortgage Obligation</b>											
NISSAN ABS 2015-A A3 DTD 04/14/2015 1.050% 10/15/2019	65477UAC4	1,604,677.41	NR	Aaa	04/07/15	04/14/15	1,604,340.10	1.06	748.85	1,604,504.10	1,601,035.43
TOYOTA ABS 2016-A A3 DTD 03/02/2016 1.250% 03/15/2020	89237KAD5	2,035,000.00	AAA	Aaa	02/23/16	03/02/16	2,034,884.62	1.25	1,130.56	2,034,920.57	2,029,792.84
NISSAN ABS 2015-B A3 DTD 07/22/2015 1.340% 03/15/2020	65475WAD0	2,260,000.00	NR	Aaa	07/15/15	07/22/15	2,259,820.33	1.34	1,345.96	2,259,895.20	2,256,865.15
TOYOTA ABS 2016-C A3 DTD 08/10/2016 1.140% 08/15/2020	89237WAD9	865,000.00	AAA	Aaa	08/01/16	08/10/16	864,976.82	1.14	438.27	864,981.21	858,709.11
HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	860,000.00	AAA	Aaa	03/22/16	03/30/16	859,833.16	1.57	596.27	859,874.35	859,053.14
NISSAN ABS 2016-B A3 DTD 04/27/2016 1.320% 01/15/2021	65478VAD9	645,000.00	NR	Aaa	04/18/16	04/27/16	644,899.96	1.33	378.40	644,922.96	641,434.31
TAOT 2017-A A3 DTD 03/15/2017 1.730% 02/15/2021	89238MAD0	700,000.00	AAA	Aaa	03/07/17	03/15/17	699,917.61	1.74	538.22	699,918.52	699,917.61
JDOT 2017-A A3 DTD 03/02/2017 1.780% 04/15/2021	47787XAC1	650,000.00	NR	Aaa	02/22/17	03/02/17	649,907.44	1.79	514.22	649,910.11	649,755.99
ALLYA 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	930,000.00	AAA	Aaa	01/24/17	01/31/17	929,918.72	1.70	702.67	929,922.16	929,055.40
HAROT 2017-1 A3 DTD 03/28/2017 1.720% 07/21/2021	43814TAC6	1,265,000.00	NR	Aaa	03/21/17	03/28/17	1,264,924.73	1.72	181.32	1,264,924.85	1,265,552.30
HART 2017-A A3 DTD 03/29/2017 1.760% 08/15/2021	44931PAD8	1,185,000.00	AAA	NR	03/22/17	03/29/17	1,184,904.13	1.76	115.87	1,184,904.19	1,184,904.13
ALLYA 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	2,205,000.00	AAA	NR	03/21/17	03/29/17	2,204,740.03	1.79	218.05	2,204,740.16	2,204,740.03
<b>Security Type Sub-Total</b>		<b>18,283,288.23</b>					<b>18,281,548.18</b>	<b>1.45</b>	<b>8,402.42</b>	<b>18,281,935.37</b>	<b>18,257,454.71</b>
<b>Managed Account Sub-Total</b>		<b>276,160,855.26</b>					<b>276,316,589.88</b>	<b>1.32</b>	<b>733,202.26</b>	<b>275,995,925.99</b>	<b>275,666,755.18</b>



**Managed Account Detail of Securities Held**

For the Month Ending **March 31, 2017**

**YOLO COUNTY**

<b>Securities Sub-Total</b>	<b>\$276,160,855.26</b>	<b>\$276,316,589.88</b>	<b>1.32%</b>	<b>\$733,202.26</b>	<b>\$275,995,925.99</b>	<b>\$275,666,755.18</b>
<b>Accrued Interest</b>						<b>\$733,202.26</b>
<b>Total Investments</b>						<b>\$276,399,957.44</b>

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Proposed Yolo County Career Academy Charter School Update	<b>AGENDA ITEM #:</b> 3.9
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Ronda DaRosa
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25,2017

Monthly update from YCOE staff regarding the progress on the Yolo County Career Academy School petition development (please see attached).

**RECOMMENDATION/COMMENTS:** For Information.

**Stakeholder Meetings:**

June 23<sup>rd</sup> – School District and Agency Partners including Judge Basha and Public Defender Olsen

July 21<sup>st</sup> – Yolo County Workforce Innovations Board Chair and Executive Director

**Facility Update:** YCOE SOS Staff have removed all storage items from Suite 190. Plans to put the roll up door in are in process and estimated to be completed by mid-August. YCOE staff are working to develop the CTE training center site and will be partnering with Marquez Design as the first anchor business of the training center.

**Hanover Update:** Charter writing team met with Hanover and discussed next steps. Hanover is using the Santa Cruz COE Charter Petition as the base/outline for the YCOE Charter Petition. Hanover provided the timeline below for Charter Petition development.

<b>Action</b>	<b>Responsibility</b>	<b>Target Date</b>
Hanover forwards charter school application template	Hanover	Monday, 7/17
YCOE forwards template with information in response to required sections (can be bulleted and/or referencing other materials)	YCOE	Friday, 7/28
Hanover forwards first draft of charter school application	Hanover	Friday, 8/18
<b><i>Project call if needed</i></b>	<b><i>Both</i></b>	<b><i>Week of 8/28</i></b>
YCOE provides review and feedback/edits on first draft	YCOE	Friday, 9/1
Hanover forwards second draft of application	Hanover	Friday, 9/15
YCOE provides review and feedback/edits on second draft	YCOE	Friday, 9/22
CDE Charter School Planning Grant announced		Est. late September
<b><i>Project call if needed</i></b>	<b><i>Both</i></b>	<b><i>Week of 10/2</i></b>
Hanover develops CDE Charter School Planning Grant using narrative from charter school application	Hanover	TBD based on grant deadline
<b><i>Hanover forwards final charter school application for approval by the YCOE Board of Directors</i></b>	<b><i>Hanover</i></b>	<b><i>By 11/17</i></b>

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Grand Jury Report	<b>AGENDA ITEM #:</b> 3.10
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Garth Lewis
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

On June 30, 2017, the 2016-2017 Yolo County Grand Jury released a report to the public that was intended to address the question: “*Are Yolo County Schools in Compliance with School Safety Plans?*”.

The Yolo County Superintendent of Schools has forwarded the report in its entirety to the superintendents of each of the five districts in Yolo County and has reiterated to them the notice contained in the report of a 60 day time limit for each to respond to the findings and recommendations of the Grand Jury as it pertains to each of their specific districts, if applicable.

The Yolo County Superintendent of Schools will also prepare a statement in response to the specific findings and recommendations identified by the Grand Jury that require a reply from his office.

**RECOMMENDATION/COMMENTS:** For information.

## RESPONSE REQUIRED

June 19, 2017

Jesse Ortiz, Ed.D.  
Yolo County Superintendent of Schools  
Yolo County Office of Education  
1280 Santa Anita Court  
Woodland, CA 95776

Yolo County Office of Education

JUN 19 2017

RE: *Are Yolo County Schools in Compliance with School Safety Plans?*

The 2016-2017 Yolo County Grand Jury herewith provides the referenced report for review and comments by the Yolo County Superintendent of Schools. The findings in this document report the conclusions reached by the Grand Jury. Although all the findings are based upon evidence, they are the product of the Grand Jury's independent judgment; some findings are the opinion of the Grand Jury rather than indisputable statements of fact.

In accordance with Penal Code Section 933.05(f), a copy of this report is being provided to affected agencies two working days prior to its public release and after being approved by the Advising Judge of the Superior Court. Please note that Section 933.05(f) specifies that no officer, agency, department or governing body of a public agency shall disclose any contents of the report prior to its public release. This report will be filed with the County Clerk and released to the public on June 30, 2017.

According to Penal code Section 933 and 933.05, you are required to respond in writing and in electronic form to the findings and recommendations of the Grand Jury report. By law, an elected official of a public agency must submit a response to the Yolo County Superior Court within 60 days. The written responses should be mailed to Honorable David W. Reed, Superior Court of California, Yolo County, 1000 Main Street, Woodland, CA 95695. The Grand Jury address is PO Box 2142, Woodland CA 95776. The electronic version can be e-mailed as an attachment to the Grand Jury ([grand-jury@sbcglobal.net](mailto:grand-jury@sbcglobal.net)).

Sincerely,

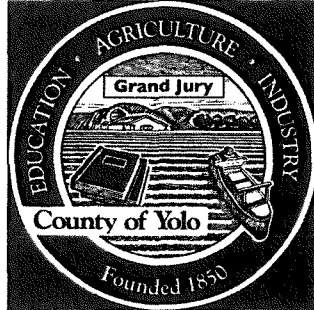


Henry Rivera-Benavidez  
Foreperson

Enclosures:

Grand Jury Report section  
Response procedure form  
California Penal Code §966 and §933.05

## CONFIDENTIALITY STATEMENT



**This report is  
CONFIDENTIAL  
until it is released to the public**

Please note that section 933.05 of the California Code specifies that no officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to its public release. The report will be filed with the County Clerk and distributed on or after June 30, 2017.

Henry M. Rivera-Benavidez  
Foreperson  
Yolo County Grand Jury 2016/2017



## **ARE YOLO COUNTY SCHOOLS IN COMPLIANCE WITH SCHOOL SAFETY PLANS?**

### **SUMMARY**

In the wake of several tragic and highly publicized school violence incidents, school safety and violence prevention are major national concerns. To address the issue of school safety, several states, including California, enacted legislation requiring the prioritization, development, and adoption of school safety and emergency plans. Because of this concern, the Yolo County Grand Jury (YCGJ) posed this question, “*Are Yolo County school districts in compliance with their respective safety plans?*” By means of site inspections and school district personnel interviews, the YCGJ surveyed the five school districts within Yolo County.

Of the five districts surveyed, several observations at various individual school sites raised safety concerns for the YCGJ, including:

- Open access from public parks and streets onto campuses
- Lack of required signage directing visitors to the school office
- Several access gates were unsecured during school hours
- Lack of campus safety training for staff and students
- Site safety plans in place, but not uniformly enforced
- Perimeter fencing lacking at many school sites
- At one observed site, during elementary school recess there were no identifiable adult monitors
- During site surveys, only one YCGJ group was approached by school staff and asked why they were on campus
- Students and staff opened locked doors to allow access to visitors
- District Safety Plan committees excluded input from the Fire Marshal, local law enforcement, Uniform Building Code officials, and the Office of Emergency Services
- The alarm annunciator does not differentiate different types of emergencies, i.e., earthquake, fire, campus intruder, etc.

### **BACKGROUND**

Due to tragic school incidents over the last 20 years, school safety is an increasingly important issue. As a result, the California legislature enacted school safety laws requiring school districts as well as individual school sites to draft and implement comprehensive school safety plans. These plans address both the educational aspects of creating environments that are conducive to learning and the physical aspects of school sites’ buildings and grounds. These plans are to be reviewed yearly and must be submitted in updated form in March of each calendar year to the California State Department of Education.

The existing law requires every school district and county office of education in California to be responsible for the overall development of a comprehensive school safety plan for each of their

schools. The existing law requires the comprehensive school safety plan to assess the current status of school crimes committed on school campuses and at school-related functions and to identify appropriate strategies and programs that will provide for or maintain a high level of school safety as specified.

The California Education Code outlines a specific set of guidelines that each district must follow. Additionally, each district school site must have a school site council that includes the principal, credentialed staff, certificated staff, parents, students and interested community members. The school site council is charged with reviewing the site's readiness and preparing a safety plan that encompasses the overall district plan. The plan must also include any aspects particular to the site that are necessary to address site-specific safety issues. Each site must review and revise this plan yearly and submit the site plan to the district so that it can be incorporated into the district's Safety Plan that is ultimately submitted to the State.

Every school district must follow the *California Office of Education Compliance Checklist for a Comprehensive School Safety Plan*, (attached as Appendix 1), California Education Code Sections 32280-32289 (attached as Appendix 2), *California State Board of Education Policy #01-02*, (attached as Appendix 3), Comprehensive School Safety School Self-Monitoring Tool (attached as Appendix 4).

Specifically, California Education Code section 32280 states in part:

- All California public schools must develop a comprehensive school safety plan that addresses the safety concerns identified through a systematic planning process.
- A Safety Plan is a developed plan of strategies that are coordinated with first responders and law enforcement agencies aimed at the prevention of, education about, and response to potential incidents involving natural disasters, crime, and violence on or near a school campus.

California Education Code section 32282 states in pertinent part:

- The comprehensive school safety plan shall include but is not limited to identifying appropriate strategies and programs that will provide or maintain a high level of school safety.

## **METHODOLOGY**

The Grand Jury reviewed California State Education Code guidelines for school safety and visited school sites within each of the five districts. Interviews were conducted with school personnel responsible for school safety within the districts. Such responsibility can include, but is not limited to, the drafting, compiling and submitting the yearly district-wide School Safety Plan to the State as required under the California Interagency School Safety Act of 1985, Article 5, School Safety Plan (Education Code sections 32280-32289). Persons charged with responsibility within each district include the district superintendent, the school safety officer, the student and family support services officer, and other personnel charged with responsibility for school safety.

Grand Jury representatives visited school sites to evaluate and document safety concerns and procedures. The purpose of the visits was to determine the safety procedures in place for unannounced visitors to campus sites. Security varied from district to district. The YCGJ made notations of observations at each site and recorded the findings which are included in this report.

From site observations and interviews, the YCGJ has made recommendations for improvements in the Safety Plan procedures followed by the five districts within Yolo County. The YCGJ site visits as well as input from at least three different district spokespersons demonstrated that securing school sites is an issue that needs attention. Additionally, this issue was noted by the independent outside safety consultants hired by two Districts.

### **Washington Unified School District**

Washington Unified School District (WUSD) contains 10 campuses. The YCGJ's overall impression was that Washington Joint Unified School District's sites offer safe and secure environments with well-established safety guidelines prominently posted on all district locations and is an exemplar. The District has a current District Safety Plan that is in compliance with the Education Code requirements. The Fire Marshal, a Uniform Building Code official, and a County Office of Emergency Services official were included in the District's comprehensive safety planning process. A District administrator is specifically responsible for the Safety Plan, annual Plan updates, staff training that includes the substitute teachers, and regularly scheduled campus safety training updates.

The District utilizes an Emergency Guide that is in the form of an easy-to-use plastic laminated flip chart booklet. All references are clearly tabbed and labeled for specific emergency scenarios and respective responses. The flip-chart guide has removable inserts that can be updated annually without the necessity of reprinting and replacing the entire guide. The guide is prominently placed in every classroom, all administrative offices, the cafeterias and multi-purpose rooms.

Within the District, all school sites must meet safety standards as described in the District Safety Plan and have in place school site-specific standards that address situations that are unique to the site. Each school site has a communication system consisting of an intercom, phones and portable radios.

The District sites visited by the Grand Jury were surrounded by fencing with public access only to the site's front office. Signage containing instructions directing all visitors to report to the office was visible and placed at the main entry point. All gates were secured and locked from the exterior. Panic bars are located on the interior of all gates.

Of the five districts visited, the Washington Unified School District had the largest number of secured school sites, an outstanding working safety plan, and regularly scheduled safety training exercises. This District will be used as the benchmark for this report.

### **Woodland Joint Unified School District**

Woodland Joint Unified School District (WJUSD) contains 14 campuses. The Safety Plan is updated yearly and was last updated on November 30, 2016. The staff receives safety training at the beginning of each school year.

Woodland School District engaged the services of Emergency Preparedness Group, Inc., a New York consulting firm, to evaluate the district's school safety issues and to assist in updating the school safety plan.

Each school site council received a report from the consultants containing recommendations specific to that particular school. Woodland's Safety Plan Coordinator is aware of improvements needed and is open to ideas on improving various campus sites. One step toward improved safety is that during school hours, selected personnel are issued walkie talkies for communication purposes.

Issues noted by the consulting group include the following:

- Improve signage on the campuses, not only for regulation notification but for the purpose of supporting visitors.
- Better secured perimeters of campuses to minimize intruder access and improve supervision.
- Increase campus supervision.
- Treat visitors in a consistent manner throughout the district.
- For safety reasons, District personnel reported that some district schools have already changed the school office location from the middle of the building to the front of the building.

### **Davis Joint Unified School District**

Davis Joint Unified School District (DJUSD) contains 18 campuses. The District has an active Safety Plan that is current and is updated annually. At the beginning of each year, all District personnel receive training on emergency procedures that is conducted by the Director of Student Support Services.

In lieu of formal safety training, substitute teachers are given a folder that contains safety information. In the case of an emergency, substitutes receive back-up from the site administrative office. In addition, substitutes provide their cell numbers to receive information by text message from the administration.

With the exception of one campus, Davis Unified schools display proper signage directing visitors to the office prior to accessing the campus. Only one site approached Grand Jury visitors. During elections when schools are used as polling places, school personnel are posted onsite to ensure that voters don't stray from the designated polling station.

The City of Davis Police Department supports the Davis schools and conducts active shooter training on all DJUSD campuses when students are not present. One Staff Resource Officer (SRO) is assigned to the district by the Davis Police Department and spends most assigned time at the high school.

The district hired an outside safety consultant in 2015. The consultant group emphasized the problem of the campuses' proximity to public bicycle trails and city parks. The consultant's survey raised District awareness to necessary safety changes such as appropriate fencing that limits public accessibility during school hours. The district agrees that modifications are needed concerning public open spaces adjacent to some of its campuses. As of May 2017, the YCJG committee noted that at one site there was progress toward additional fencing to limit access from the public bike path.

### **Esparto Unified School District**

Esparto Unified School District (EUSD) contains four campuses. It has a safety plan that was updated in March 2017. Grand Jury visits to Esparto campuses noted concerns with fencing and open gates.

The District is aware of safety issues. Safety concerns expressed by Esparto District personnel include:

- State Highway 16/Yolo Avenue, which is the main street, does not have easily visible, designated crosswalks marked with proper signs
- Repeated failure by the County to maintain existing crosswalks
- Lack of traffic signals on Highway 16/Yolo Avenue adjacent to the high school
- Increased traffic on Highway 16 and County Road 22, which fronts the driveway to Esparto Middle School
- Increased traffic safety risks resulting from students shopping at the new Dollar Store which fronts Highway 16
- Growing concerns with casino traffic traveling through Esparto
- Some of these drivers may be sleep-deprived or impaired

The District has an emergency plan that is updated annually. This plan, which was maintained in hard copy format for many years and is now also stored digitally, was updated to reflect the most recent changes in language regarding school emergencies. Even though the District conducts personnel safety training every August, the District believes it should focus on more training for newer staff. The district also discussed safety training and determined a need to implement pre- and post-safety training surveys to gain better knowledge about training effectiveness and what improvements can be made.

To limit access to the junior high school, the district would like to install a new, more secure gate at the school's entrance. The playing fields at this site are surrounded by a low (4 foot) fence.

To improve safety, the district installed flashing lights at crosswalks. There are crossing guards who control traffic for the elementary school, but there are no crossing guards posted for the junior high or high schools.

**Winters Joint Unified School District**

Winters Joint Unified School District (WJUSD) contains four campuses. An updated District Comprehensive Safety Plan does not exist. The last known safety plan was compiled in 2002 and has not been revised since that time. Each school site maintains an individual site safety plan, formulated by the school's Site Council.

The district has been out of compliance with yearly updates to the Comprehensive Safety Plan (California Education Code sections 32280 through 32289) for fifteen years, which could subject the district to monetary fines. The district acknowledges issues surrounding its safety plan and is working toward completing a new comprehensive Safety Plan by the end of the 2018 school year. A Winters Joint Unified School District representative stated that the district has made updating the 2002 District Safety Plan a priority. A district ad hoc safety committee was recently formed to update the 2002 District Comprehensive Safety Plan.

A 2007 joint use agreement between the Yolo County Public Library, a non-school site, allows the use of the library by both the public and the District during school hours. This represents a safety issue for students using the library, since the public is given unfettered access. This situation conflicts with the State's mandate that all visitors to a school facility check in with the office prior to entering a campus. The district noted this issue should be addressed.

**FINDINGS**

- F1 With the exception of Winters Joint Unified School District, all Districts are in compliance with the yearly update and reporting per the Education Code Requirements for Comprehensive School Safety Plans.
- F2 School Districts regularly conduct safety training for all school employees, usually at the beginning of the school year. Some Districts provide more comprehensive training throughout the school year.
- F3 Washington Unified School District does an exemplary job with its Comprehensive School Safety Plan and execution on all campuses.
- F4 There is a lack of regular and on-going communication among the five Yolo County School Districts regarding School Safety Plan issues that would affect all Districts. Meeting regularly and discussing shared concerns would allow ideas and solutions to be presented.

- F5 Access to many campuses within some districts is not restricted by fencing. Public walkways/bike paths run directly through some of the campuses. Gates at some campuses are not secured during school hours.
- F6 Visitors to campuses are not properly instructed to safety procedures to be followed. Check- in procedures for visitors are often not adequately clarified at some campuses.
- F7 Students are not made aware of the importance of safety plan compliance and their role in assuring a safe school environment.
- F8 Access allowed only to the office area of campuses with all other areas secured within fencing is not provided at many campuses within the districts. Campus offices are not always located at the main entrance to campuses
- F9 Appropriate signage directing visitors to the office areas is lacking at several district campuses.
- F10 Washington Unified School District utilizes an organized emergency procedures flip chart that was designed by the District Safety Committee. The flip chart features easy-to-follow safety directives as well as a format that can be modified without recreating the entire flip chart. Although costly to produce at the outset, the flip chart's versatility represents a dedication to school safety with the added bonus of long term cost savings.
- F11 The use of the Winters Public Library by students and the general public during school hours without established safety procedures at that facility is of concern to the Grand Jury.
- F12 Current use of alternate communication devices, for example walkie talkies, for selected staff improves the safety of all campuses when other forms of communication such as phones, the internet, and intercoms are not functioning.
- F13 The Yolo County Board of Supervisors needs to address and correct traffic safety issues along Yolo Avenue in Esparto for Esparto Joint Unified District students accessing all campuses.

## **RECOMMENDATIONS**

- R1 By December 2018, all schools that do not have perimeter fencing will complete feasibility studies for the installation of appropriate fencing around school property to prevent access to the public. In compliance with California State Building Codes, gate hardware should have locked access from the entry side and unlockable (panic hardware) from the exit side.
- R2 By October 1, 2017, all schools will keep existing fencing and gates locked during school hours.

- R3 By October 1, 2017, all schools will limit access to the campus. All visitors will be required to check in at each school's main office; all other areas are to be secured.
- R4 By October 1, 2017, all schools will display permanent signage and entry instructions at all schools that provides instruction to all visitors directing them to report to the main office to obtain a Visitor's Badge or ID prior to entry of the campus.
- R5 By October 1, 2017, when school is in session and children are present, all sites will use identifiable adult monitors where fencing and gates are open and unsecured.
- R6 By October 1, 2017, provide training and increase safety awareness among District personnel and students.
- R7 By October 1, 2017, all Districts will comply with the California Education Code concerning school safety.
- R8 By October 1, 2017, Yolo County Districts should consider networking with each other on a regular basis to discuss and share ideas on the most effective ways to construct, initiate and utilize school safety plans.
- R9 By October 1, 2017, modify, as necessary, the 2007 Memorandum of Understanding for Joint Use with Winters Joint Unified School District and the Yolo County Public Library to address the safety of students using the Winters Public Library during school hours.
- R10 By January 1, 2018, the Yolo County Board of Supervisors will establish procedures to address the Yolo Avenue safety issues confronting Esparto Joint Unified District students.

## **REQUEST FOR RESPONSES**

Pursuant to Penal Code Section 933.05, the Grand Jury requests responses as follows:

From the following elected official:

- Yolo County Superintendent of Schools – F1, F11; R8, R9

From the following governing bodies:

- Yolo County Board of Supervisors – F13; R10
- Yolo County Board of Education – F1, F11; R8, R9
- Board of Education, Davis Joint Unified School District – F1, F2, F4-F10, F12; R1-R8
- Board of Education, Esparto Unified School District – F1, F2, F4-F10, F12; R1-R8
- Board of Education, Washington Unified School District – F1-F10, F12; R1-R8
- Board of Trustees, Winters Joint Unified School District – F1, F2, F4-F12; R1-R9
- Board of Trustees, Woodland Joint Unified School District – F1, F2, F4-F10, F12; R1- R8



From the following individuals:

- District Superintendent, Davis Joint Unified School District – F1, F2, F4-F10, F12; R1-R8
- District Superintendent, Esparto Unified School District – F1, F2, F4-F10, F12; R1-R8
- District Superintendent, Washington Unified School District – F1-F10, F12; R1-R8
- District Superintendent, Winters Joint Unified School District – F1, F2, F4-F12; R1-R9
- District Superintendent, Woodland Joint Unified School District – F1, F2, F4-F10, F12; R1-R8

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted subject to notice, agenda, and open meeting requirements of the Brown Act.

## **BIBLIOGRAPHY**

In preparing this report, the Grand Jury reviewed the following:

- California Education Code
- Yolo County School Districts' Safety Plans
- District Board of Education Minutes pertaining to Safety
- Interviews with school district personnel
- Yolo County School Districts' web-sites
- Prior Yolo County Grand Jury school reports

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury.
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## PENAL CODE SECTION 933

### CALIFORNIA PENAL CODE, Title 4

**§933.** (a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report. (b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the clerk of the court and remain on file in the office of the clerk. The clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity. (c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years. (d) As used in this section "agency" includes a department.

**§933.05.** (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following: (1) The respondent agrees with the finding. (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor. (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions: (1) The recommendation has been implemented, with a summary regarding the implemented action. (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation. (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report. (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor. (c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decisionmaking authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department. (d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release. (e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental. (f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

**YOLO COUNTY BOARD OF EDUCATION**  
**Public Hearing for:**  
**The Initial Proposal to the Superintendent from the Yolo Education Association**

<b>SUBJECT:</b> Public Hearing	<b>AGENDA ITEM #:</b> 3.11
	<b>DATE:</b> July 25, 2017

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Initial Proposal to the Yolo County Superintendent of Schools from the Yolo Education Association.

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Yolo County Superintendent of Schools’ Response to the Initial Proposal from the Yolo Education Association (YEA)	<b>AGENDA ITEM #:</b> 3.12
<b>PER:</b> <input type="checkbox"/> <b>BOARD REQUEST</b> <input checked="" type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  <div style="text-align: center;">Jesse Ortiz, Ed.D.</div>
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Collective Bargaining law requires that initial proposals for negotiations be provided for public input (Government Code § 3547). Attached is the Yolo County Superintendent of Schools’ response and initial proposal to the Yolo Education Association (YEA).

**RECOMMENDATION/COMMENTS:** For information. It is recommended that the Superintendent’s response and initial proposal to the Yolo Education Association (YEA) be posted and set for public hearing at the August 22, 2017 Regular Meeting.

**YOLO COUNTY OFFICE OF EDUCATION**

**Response to Initial Proposal  
From Yolo Education Association  
and  
Initial Proposal of Superintendent**

**July 13, 2017**

The Yolo County Office of Education (“Superintendent”) responds to the Initial Proposal of the Yolo Education Association (“YEA”) and makes the following Initial Proposal for the 2017-2018 negotiations for Certificated Employees.

Superintendent’s Response to YEA’s Initial Proposal

The Superintendent agrees to meet and discuss with YEA all articles set forth in YEA’s Initial Proposal.

Superintendent’s Initial Proposal

The Superintendent proposes to discuss, review and modify the following sections within the bargaining agreement:

- Salary and Benefits
- Article 17 – In-service Education/Staff Development
- Article 22.2 – Maternity/Paternity/Adoption Leaves

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Certificated Unit	<b>AGENDA ITEM #:</b> 3.13
<b>PER:</b> <input type="checkbox"/> <b>BOARD REQUEST</b> <input checked="" type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  <div style="text-align: center;">Superintendent's Office</div>
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from AFCSME Council 57, Certificated Unit, for 2017-18 reopeners was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the August 22, 2017 Regular Meeting.

**RECOMMENDATION/COMMENTS:** It is recommended that the Superintendent receive the AFSCME, Council 57, Certificated Unit, collective bargaining proposal for 2017-18 and order that it be posted and set for public hearing at the August 22, 2017 Regular Meeting.



**Sacramento Office**

2150 River Plaza Drive,  
Suite #275  
Sacramento CA 95833  
Toll Free 800-858-0442  
Phone 916-923-1860  
Fax 916-923-1877  
[www.afscme57.org](http://www.afscme57.org)  
[www.afscmelocal146.org](http://www.afscmelocal146.org)



July 7, 2017

Margie Valenzuela  
Director of Human Resources  
Yolo County Office of Education  
1280 Santa Anita Court, Suite 100  
Woodland, CA 95776

**Re: Contract Opener for Certificated Employees**

Dear Ms. Valenzuela

Pursuant to the Collective Bargaining Agreement for Classified Employees, AFSCME requests to open the current contract for the purpose of negotiating the following Articles:

Open all Articles, including:

1. Article 8 – Hours and Overtime - All sections
2. Article 9 –Pay and Allowances - All sections
3. Article 11- Fringe Benefits/Retirement contributions

AFSCME retains its right to offer additional issues for consideration during negotiation process.  
AFSCME will publish any additional issues in compliance with relevant law and procedures.

Please contact me as soon as when we can schedule our first meeting.

Sincerely

Cc Allynson Camarillo, President Yolo Chapter AFSCME Local 146

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Classified Unit	<b>AGENDA ITEM #:</b> 3.14
<b>PER:</b> <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	<b>ATTACHMENTS:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>FOR BOARD:</b> <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Superintendent's Office
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from AFCSME Council 57, Classified Unit, for 2017-18 reopeners was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the August 22, 2017 Regular Meeting.

**RECOMMENDATION/COMMENTS:** It is recommended that the Superintendent receive the AFSCME, Council 57, Classified Unit, collective bargaining proposal for 2017-18 and order that it be posted and set for public hearing at the August 22, 2017 Regular Meeting.



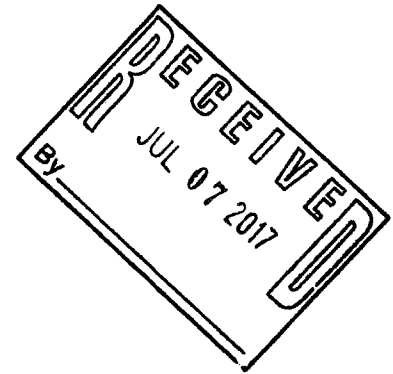


**Sacramento Office**

2150 River Plaza Drive,  
Suite #275  
Sacramento CA 95833  
Toll Free 800-858-0442  
Phone 916-923-1860  
Fax 916-923-1877  
[www.afscme57.org](http://www.afscme57.org)  
[www.afscmelocal146.org](http://www.afscmelocal146.org)

July 7, 2017

Margie Valenzuela  
Director of Human Resources  
Yolo County Office of Education  
1280 Santa Anita Court, Suite 100  
Woodland, CA 95776



**Re: Contract Opener for Classified Employees**

Dear Ms. Valenzuela

Pursuant to the Collective Bargaining Agreement for Classified Employees, AFSCME requests to open the current contract for the purpose of negotiating the following Articles:

Open all articles, including :

1. Article 8 – Hours and Overtime - All sections
2. Article 9 – Pay and Allowances - All sections
3. Article 11- Fringe Benefits/Retirement contributions

AFSCME retains its right to offer additional issues for consideration during negotiation process.  
AFSCME will publish any additional issues in compliance with relevant law and procedures.

Please contact me as soon as when we can schedule our first meeting.

Sincerely

Cc Allyson Camarillo, President Yolo Chapter AFSCME Local 146

**YOLO COUNTY BOARD OF EDUCATION**  
**Letter of Transmittal to County Board**  
**From the Superintendent**

<b>SUBJECT:</b> Suggested Future Agenda Items	<b>AGENDA ITEM #:</b> 3.15
<b>PER:</b> <input checked="" type="checkbox"/> <b>BOARD REQUEST</b> <input type="checkbox"/> <b>STAFF REQUEST</b>	<b>ATTACHMENTS:</b> <input type="checkbox"/> <b>YES</b> <input checked="" type="checkbox"/> <b>NO</b>
<b>FOR BOARD:</b> <input type="checkbox"/> <b>ACTION</b> <input checked="" type="checkbox"/> <b>INFORMATION</b>	<b>RESEARCH &amp; PREPARATION BY:</b>  Superintendent's Office
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> July 25, 2017

1. Approval of Board Policies and Administrative Regulations  
*01-20-15 Special Meeting: per Superintendent, revisions of the Board Policies and Administrative Regulations have been finalized and need to be brought to the Board for approval.*  
  
*08-25-15 Update: The Board adopted the 5000 Series (Students) Board policies; the Board requested to hold off on further review/approval until California County Boards of Education policies are published.*  
  
*06-29-17 Update: The Board approved BB 9000-9240; the Policy Committee will review the remainder of the 9000 series at a future date.*
2. *02-28-17 Regular Meeting: Trustee Owens requested a presentation on the planning and preparing for hazardous materials release at YCOE facilities.*  
  
*05-23-17 Update: Trustee Owens requested a presentation on the above in late summer or early fall.*
3. *05-23-17 Regular Meeting: Trustee Souza Cole requested a report on the recent Norovirus outbreak from a representative from the Yolo County Health Department within the next few months.*

**RECOMMENDATION/COMMENTS:** This agenda item serves as a tracking tool for future agenda items. The Board may want to add additional item(s).