

*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, September 26, 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

**Posted: September 22, 2017**

Action

*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.*

**Page 4**    **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**

Action	<b>3.1</b>	Consent Agenda a. Approval of Minutes: August 22, 2017 Regular Meeting b. Approval of Minutes: September 12, 2017 Special Meeting c. Temporary County Certificates d. Resolution #17-18/07 Resolution finding that Trustee’s absence from Board meeting is due to an acceptable hardship and authorizing payment of stipend pursuant to Education Code § 1090(d)	Page 5
Information	<b>3.2</b>	Mini-Grant Presentation: <i>Teach Town</i> – Mike Jackson	Page 17
Action	<b>3.3</b>	Yolo County Board of Education’s Response to Grand Jury Report: <i>Are Yolo County Schools in Compliance with School Safety?</i>	Page 18
Action	<b>3.4</b>	Naming of New Support Operations Services Conference Room – <i>The Branum Room</i>	Page 21
Public Hearing 4:00PM <i>[time approx.]</i>	<b>3.5</b>	A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the stipulation of the State Instructional Materials Program, and the sufficiency of instructional materials in the Yolo County Office of Education Alternative Education Programs, Grades 9-12, Fiscal Year 2017-18.	Page 22
Information/ Possible Action	<b>3.6</b>	Resolution #17-18/08: Regarding Sufficiency or Insufficiency of Instructional Materials, 2017-18	Page 23
Information	<b>3.7</b>	Head Start/Early Head Start Reports a. Enrollment Update b. Program c. Financial Status	Page 27
Information	<b>3.8</b>	Attendance Reports a. Alternative Education b. Special Education	Page 44
Information	<b>3.9</b>	Proposed Yolo County Career Academy Charter School Update	Page 45
Information	<b>3.10</b>	Quarterly Report of Investments for Period Ending June 2017	Page 46
Information	<b>3.11</b>	Public Disclosure of Costs Associated with the 2016-17 Agreement Between the Yolo County Office of Education (YCOE) and the American Federation of State, County and Municipal Employees Union (AFSCME), Classified	Page 70

- |   |             |  |                |
|---|-------------|--|----------------|
| <b>Information</b>                                  | <b>3.12</b> | Public Disclosure of Costs Associated with the 2016-17 Agreement Between the Yolo County Office of Education (YCOE) and the American Federation of State, County and Municipal Employees Union (AFSCME), Certificated  | <b>Page 72</b> |
| <b>Public Hearing<br/>4:00pm<br/>[time approx.]</b> | <b>3.13</b> | A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Certificated Unit | <b>Page 74</b> |
| <b>Public Hearing<br/>4:00pm<br/>[time approx.]</b> | <b>3.14</b> | A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal from the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Classified Unit   | <b>Page 75</b> |
| <b>Information</b>                                  | <b>3.15</b> | Suggested Future Agenda Item(s)  | <b>Page 76</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> September 26, 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> September 26, 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: August 22, 2017 Regular Meeting
- b. Approval of the Minutes: September 12, 2017 Special Meeting
- c. 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.
- d. Resolution #17-18/07: Resolution finding that Trustee's absence from the Board meeting is due to an acceptable hardship and authorizing payment of stipend pursuant to Education Code § 1090(d)

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

**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting: August 22, 2017**  
**DRAFT MINUTES**

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on August 22, 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, Bill Owens, Carol Souza Cole, and Shelton Yip. Cirenio Rodriguez was absent. 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:** Yip. **SECOND:** Souza Cole. **AYES:** Yip, Souza Cole, Owens, Taylor. **NOES:** None. **ABSENT:** Rodriguez.

- 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 welcomed everyone back from Summer break and gave best wishes for a great year.
  - Trustee Owens participated in the California County Boards of Education (CCBE) Superintendent Compensation Task Force meeting in West Sacramento on August 3. The committee is on track to give an informative, useful presentation in December at the California School Boards Association Annual Education Conference.
  - Board President Taylor welcomed everyone back from break and shared that he will be attending the school groundbreaking ceremony for Lighthouse Charter School.
  - Trustee Yip had the pleasure of attending the YCOE staff orientation and enjoyed the students' testimonies. He also attended the Cesar Chavez Community School (CCCS) celebration of the Western Association of Schools and Colleges (WASC) accreditation and opening. While there, he had a conversation with a young lady who expressed interest in going back to Pioneer High School but her mom said no, and desired for her to stay at CCCS which is a testament to the program. He also mentioned his meeting a young man, who was a former student of Garth Lewis, who has a similar background as the students at CCCS, and will be working with our students. He also shared that he had the opportunity to spend time with board president Gateway who thanked YCOE for support provided to program. He also mentioned that if anyone is interested in running for Vice President for CCBE, as they are still considering nominations.

- b. Superintendent Ortiz shared the following:
  - o The conference center is currently occupied by Migrant Ed for a 3-day training. They complimented our facility.
  - o He will not be able to attend the September Board meeting but Ronda DaRosa will attend in his place.
  - o Held our annual retreat with the Cabinet, Leadership Team and union leaders. All expressed that it was a great retreat with good outcomes. They focused on Board goals and developed outcomes for the year. This team will be meeting quarterly for the remainder of the year.
  - o The Annual Staff Orientation took place on August 14. We currently have approximately 270 employees and expect to be close to 300 by the end of the year.
  - o On August 10-11, thirteen staff members traveled to the Cesar Chavez national monument and gained a sense of why the school is named after him. They received a private tour by Cesar Chavez's son-in-law and second youngest daughter. They also met his youngest daughter and Paul Chavez to hear their personal insights.
  - o Yesterday, met with Marshall Tuck, a candidate for State Superintendent of Public Instruction; additional candidate, Tony Thurman will visit later. Both will attend the next California County Superintendents Educational Services Association (CCSESA) meeting in October to make presentations.
  
- c. Superintendent's Advisory Team:
  - Ronda DaRosa distributed and reviewed copies of the *Yolo County Board of Education Update, August 22, 2017* (copies can be found on file with the official records of this meeting).
  - Superintendent Ortiz shared that some districts have expressed concerns with SELPA funding. He requested that staff provide a presentation on the topic at the October meeting.
  - Tami Ethier reported that the Administrative Services team has been working hard to get school off to a good start!
  
- d. Committees:
  - Superintendent Ortiz shared that he met with Board President Taylor and Vice President Rodriguez last week to discuss the potential preschool measure. He will have a presentation in October to discuss what it would mean to the county if this measure was passed and to ask the Board to approve a resolution expressing their support of the measure to take to the County Board of Supervisors, as their approval is needed to put the measure on the November 2018 ballot.

2.2 Associations.

- No reports.

**3.0 INFORMATION/DISCUSSION/ACTION**

- 3.1 Consent Agenda.
- a. Approval of Minutes: July 25, 2017 Regular Meeting.
  - b. Temporary County Certificates
  - c. Yolo County Office of Education Community Advisory Committee (CAC) Appointment for 2017-2019

The Board took action to approve the Consent agenda.

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

- 3.2 Presentation: Yolo County Public Health Officials Report on Norovirus Outbreak in Yolo County Schools. County of Yolo Health & Human Services Agency staff, Anna Sutton, Director of Public Health Nursing; Jason Singsun, Community Health; and Dr. Mary Ann Limbos, California Child Services Medical Director and Deputy Health Officer, presented information regarding the recent Norovirus outbreak in Yolo county schools. They shared some of the difficulties of the Norovirus that caused the outbreak, how school closures helped bring the outbreak to a close and responded to questions of the Board.

- 3.3 Request for Allowance of Attendance Because of Emergency conditions (California Department of Education Form J-13A). As a result of the Norovirus outbreak and in conjunction with Yolo County Public Health, the YCOE was forced to close the Cesar Chavez Community School for two days (May 25-26). Mechele Coombs reviewed Form J-13A and responded to questions from the Board. CDE required the majority of the Board sign the affidavit.

The Board took action to approve signing the affidavit.

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

- 3.4 Mini-Grant Presentations
- a. *Let Us Makey Makey!* – Krista Purdom introduced herself as the Program Specialist for Educational Services and briefly shared how the use of Makey Makey circuit boards introduced students to computer programming.
  - b. *STEM Lab Supplemental Materials & Books* – Jacqueline Tam introduced herself as the Lincoln Head Start Site Coordinator and briefly shared how all of the STEM Lab materials and books were used to introduce students to Science, Technology, Engineering and Mathematics (STEM) activities.
- 3.5 Resolution #17-18/05: In Support of High School Voter Weeks, September 18-29, 2017. Superintendent Ortiz reviewed the resolution contained in the Board packet and responded to questions of the Board.



The Board took action to move the item to an action item.

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

The Board took action to approve Resolution #17-18/05: In Support of High School Voter Weeks as submitted.

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

- 3.6 Resolution #17-18/06: School Attendance. Superintendent Ortiz reviewed the resolution in the contained in the Board packet.

The Board took action to move the item to an action item.

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

The Board took action to approve Resolution #17-18/06: School Attendance as submitted.

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

- 3.7 2017-18 Consolidated Application for Funding Categorical Aid Programs, Part I. Garth Lewis reviewed the annual Consolidated Application for Title I funding contained in the board packet and responded to questions of the Board.

After some discussion, the Board took action to approve the 2017-18 Consolidated Application for Funding Categorical Aid Programs, Part I.

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

- 3.8 Report on Disability Rights California Monitoring Inspection of Yolo County Juvenile Justice Facilities. Garth Lewis presented information regarding the recent monitoring inspection. He distributed YCOE notes from the debrief conference call with DRC and discussed how the items will be addressed. The official report will be sent to the Board once received later this fall.

- 3.9 Yolo County Board of Education's Response: Are Yolo County Schools in Compliance with School Safety Plans?. Referencing the YCOE's response to the Grand Jury Report contained in the Board packet, the Board discussed their response due on September 30, 2017. The Board agreed that Executive Committee, Board President Taylor and Vice President Rodriguez, will draft a response letter and bring to the September meeting for review and approval.

- 3.10 First Reading: New Revised Board Policy 5141.52 Suicide Prevention. Special Education Director, Sharon Holstege, reviewed the proposed board policy based on California School Boards Association (CSBA) sample template and associated administrative regulation and responded to questions of the Board. Trustee Souza Cole clarified that the Board is only required to approve the board policy and not the administrative regulation.

The Board took action to move the item to an action item.

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

The Board took action to approve Board Policy 5141.52 Suicide Prevention.

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

- 3.11 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 the current enrollment and what steps are being taken to get the final open slots filled.

- 3.12 Proposed Yolo County Career Academy Charter School Update. Ronda DaRosa gave a brief update on the development of the charter school. The Board discussed the difference in governance structures and will hold a special meeting on September 12, 2017 at 4:30pm with legal representation to discuss the options. Deputy Superintendent Ronda DaRosa will seek clarification on whether or not the petition can be amended after it is submitted for approval. She will also send the draft petition to the Board to solicit their comments and recommendations.

- 3.13 Naming of New Support Operations Services Conference Room. Superintendent Ortiz reviewed the naming of the new SOS conference room to the Branum Room in memory of the late Director of SOS, Larry Branum, who passed away in February 2016. Trustee Owens and Souza Cole offered comments that this was a great way to honor Larry Branum and all of his contributions to the organization. The naming of the SOS conference room to the Branum Room will be placed as an action item on the September 26, 2017 Regular Meeting agenda. Both trustees also requested having a future discussion on developing policy that addresses the process for naming YCOE facilities. Superintendent Ortiz will request policies from a few other county offices to provide examples to assist in developing a policy for YCOE.

- 3.14(a) Quarterly Report on Williams Uniform Complaints for YCOE Operated Schools Covering the Months of April, May and June 2017. Deb Bruns presented this item for information; there were no complaints.
- 3.14(b) Williams Quarterly Report on Yolo County Schools in Decile 1-3 Covering the Months of April, May and June 2017. Deb Bruns presented this item for information.
- 3.15 Public Hearing: At 6:09pm, Board President Taylor opened the public hearing to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' Response to the Initial Proposal from the Yolo Education Association (YEA). No comments were received and the Public Hearing was closed at 6:10pm.
- 3.16 Public Hearing: At 6:11pm, Board President Taylor opened the public hearing to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the initial proposal from the American Federation of State, County, and Municipal Employees (AFSCME), Council 57, Certificated Unit. No comments were received and the Public Hearing was closed at 6:12pm.
- 3.17 Public Hearing: At 6:13pm, Board President Taylor opened the public hearing to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the initial proposal from the American Federation of State, County, and Municipal Employees (AFSCME), Council 57, Classified Unit. No comments were received and the Public Hearing was closed at 6:14pm.
- 3.18 Yolo County Superintendent of Schools' Response to the Initial Proposal from the American Federation of State, County, and Municipal Employees (AFSCME), Council 57, Certificated Unit. Superintendent Ortiz presented this item for information.
- 3.19 Yolo County Superintendent of Schools' Response to the Initial Proposal from the American Federation of State, County, and Municipal Employees (AFSCME), Council 57, Classified Unit. Superintendent Ortiz presented this item for information. He also shared that both AFSCME units had come to an agreement with YCOE for 2016-17.
- 3.20 Suggested Future Agenda Items. Three items were added to the list throughout the meeting for the October agenda:
1. Development of policy on process of naming facilities
  2. SELPA Funding and concerns of the districts
  3. Preschool Initiative for November 2018 ballot

**4.0 ADJOURNMENT.** The meeting adjourned at 6:17pm.

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

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

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**YOLO COUNTY BOARD OF EDUCATION**  
**Special Meeting: September 12, 2017**  
**DRAFT MINUTES**

**1.0 OPENING PROCEDURES**

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on September 12, 2017 at 4:36pm in Special Session at the Yolo County Office of Education located at 1280 Santa Anita Court, Suite 180, Woodland, California. Board Members present: Matt Taylor, Shelton Yip, Cirenio Rodriguez and Carol Souza Cole. Trustee Bill Owens was absent. Board President Taylor presided. Dr. Jesse Ortiz, Superintendent of Schools, was present.
- 1.2 Pledge of Allegiance. The Pledge of Allegiance was conducted.
- 1.3 Public Comment. There were no comments at this time.

**2.0 INFORMATION/DISCUSSION/ACTION**

- 2.1 Yolo County Board of Education's (YCOE's) Role in the Proposed Yolo County Career Academy Charter School and Discussion of the Draft Charter Petition

Legal Counsel, Scott Holbrook of Atkinson, Anderson, Andelson, Loya, Ruud & Romo, reviewed the Board's role and governance structure of the proposed Yolo County Career Academy Charter School. YCOE staff members, Dr. Ronda DaRosa, Garth Lewis, Tami Ethier and Lori Perez were also present to review the draft petition for the proposed charter school and receive feedback from the Board. Staff will continue to provide monthly updates on the proposed charter school at their regularly scheduled meetings.

**Board Vice President Rodriguez left at 5:10pm**

- 3.0 **MOTION TO ADJOURN.** The meeting adjourned at 6:12pm.

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

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

YOLO COUNTY OFFICE OF EDUCATION  
TEMPORARY COUNTY CERTIFICATES  
FOR DISTRICTS

August 2017

Davis Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Jose Cortez	Limited Assignment
Juan Ramirez	Short Term Staffing Permit (STSP)
Anna Wright	Emergency Nurse
Bobbie Avery	School Nurse
Cullen Smith	Short Term Staffing Permit (STSP)

Esparto Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Cheri Wilson	Provisional Internship Permit (PIP)
Rebecca Rodriguez	Provisional Internship Permit (PIP)
Nicholas Pokswinski	Short Term Staffing Permit (STSP)
Daniel Arevalos	Education Specialist

Washington Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Jeanette Clifford	Provisional Internship Permit (PIP)
Donna Rooney	Multiple Subject
Meghn Havery	Provisional Internship Permit (PIP)
Christina Spence	Single Subject
Hannah Hall	30 Day Sub Permit

Winters Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Brett Denhalter	Short Term Staffing Permit (STSP)
Rachael Cuffe	Provisional Internship Permit (PIP)
Jean Davis	CLAD
Daniela Martinez	Limited Assignment
Dawn Stewart	30 Day Sub Permit

Woodland Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Melanie Graham	30 Day Sub Permit
Tanya Iluymade	Education Specialist
Luke Cheng	Limited Assignment
Patrick Mutoro	Emergency CLAD
Jean Hatfield	Emergency CLAD

Yolo County Office of Education

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Megan Hesseltine	CD Teacher Permit
Hope Wheeler	CD Teacher Permit
Trisha Mertsdorf	Short Term Staffing Permit (STSP)
Rocio Jacobo Perales	CD Site Supervisor Permit
Guadalupe Barajas	Provisional Internship Permit (PIP)

YOLO COUNTY OFFICE OF EDUCATION  
 TEMPORARY COUNTY CERTIFICATES  
 FOR DISTRICTS

August 2017

Davis Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Melissa Lira	Bilingual CLAD
Timothy Nelson	Short Term Staffing Permit (STSP)
Ian Demment	Short Term Staffing Permit (STSP)
Catherine Dayan	Education Specialist
Michael Murphy	30 Day Sub Permit
Patrick McGrew	Single Subject, Education Specialist, Administrative Services
Bing Wang	Emergency CLAD
Rachel McLemore	Multiple Subject
Laura Spelman	Single Subject
Kathleen Curry	Single Subject
Josephine Eberle	Limited Assignment
Ana Duffy	Short Term Staffing Permit
Alexander Furlow	30 Day Sub Permit
Brett Walter	Emergency CLAD

Winters Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Jordan Smith	30 Day Sub Permit
Theresa Sengo	30 Day Sub Permit

Woodland Joint Unified School District

<b>Applicant Name</b>	<b>Type of Credential/Permit/Certificate</b>
Megan Imre	Limited Assignment
Erica Chung	Added Supplemental Authorization
Karen Schenck	Education Specialist
Jeffrey Brien	Multiple Subject
Samantha Gaynor	Multiple Subject
Jennifer Fahrni	Emergency CLAD, Limited Assignment, Education Specialist
Daniela Martinez	Limited Assignment
Hillary Gutierrez	Single Subject
Gary Gordon	Short Term Staffing Permit (STSP)
Timothy Hernandez	Short Term Staffing Permit (STSP)
Idbin Acosta	Short Term Staffing Permit (STSP)
Lindsey Nelson	Emergency CLAD
Michelle Triplett	Single Subject
Tanya Iluyomake	Emergency CLAD
Ricardo Galicia	Provisional Internship Permit (PIP)
Kyle Monhollen	Provisional Internship Permit (PIP)
Sean Main	Short Term Staffing Permit (STSP)



**YOLO COUNTY BOARD OF EDUCATION  
RESOLUTION # 17-18/07**

(Resolution finding that Trustee's absence from Board meeting is due to an acceptable hardship and authorizing payment of stipend pursuant to Education Code §1090(d))

**WHEREAS,** Vice President Cirenio Rodriguez was unable to attend the meeting on August 22, 2017 at 3:30pm due to illness; and

**WHEREAS,** Education Code § 1090(d) states "A member of a county board of education may be paid for any meeting for which he or she is absent if the board by resolution duly adopted and included within its minutes finds that ... the absence was due to a hardship deemed acceptable by the board."

**NOW, THEREFORE, BE IT RESOLVED, ORDERED AND FOUND** as follows:

1. Each of the foregoing recitals is true and correct.
2. Vice President Rodriguez's absence from the August 22, 2017, meeting is due to a hardship that this Board deems acceptable within the meaning of Education Code Section 1090(d).

**PASSED AND ADOPTED** this 26<sup>th</sup> day of September 2017.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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Matt Taylor, President  
Yolo County Board of Education

**ATTEST:**

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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> 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>  Mike Jackson
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

Mini-Grant Presentation

a. *TeachTown* – Mike Jackson

- Computer-based system focuses exclusively on children diagnosed with autism spectrum disorder (ASD), developmental disabilities, intellectual disabilities and emotional and behavior disorders.
- Amount: \$3,326.64

**RECOMMENDATION/COMMENTS:** For information.

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

<b>SUBJECT:</b> Yolo County Board of Education's Response to Grand Jury Report: <i>Are Yolo County Schools in Compliance with School Safety?</i>	<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 checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Executive Committee: Board President Matt Taylor & Board Vice President Cirenio Rodriguez
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

The Board will discuss their draft response to the Grand Jury Report, due by September 30, 2017. The Yolo County Office of Education's response is included for reference and the Board's draft letter will be brought as a handout to the meeting.

**RECOMMENDATION/COMMENTS:** The Board will take action to approve their response letter.

VIA U.S. MAIL AND EMAIL ([grand-jury@sbcglobal.net](mailto:grand-jury@sbcglobal.net))

August 2, 2017

The Honorable David W. Reed  
Superior Court of California, Yolo County  
1000 Main Street  
Woodland, CA 95695

Subject: Response to Grand Jury Report: *Are Yolo County Schools in Compliance with School Safety Plans?*

Dear Judge Reed,

The following is the Yolo County Office of Education's (YCOE's) response to the findings and recommendations of the Yolo County Grand Jury's Report entitled *Are Yolo County Schools in Compliance with School Safety Plans?* For purposes of readability, we have shown the Grand Jury's findings and recommendations in **bold**.

**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 Requirement for Comprehensive School Safety Plans.**

The Yolo County Office of Education (YCOE) engages in partnerships, support and technical assistance with, and on behalf of schools and school districts in Yolo County, including school safety plans. However, each district is responsible for developing and implementing its own process for ensuring compliance with California Education Code as it relates to school safety plans.

It is outside of YCOE's jurisdiction to require any school district in the county to comply with Education Code requirements for comprehensive school safety plans.

**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.**

It is outside of YCOE's jurisdiction to require Winters Joint Unified School District to implement safety procedures. However, YCOE will support the school district in addressing any findings, including F11, at the district's request.

**RECOMMENDATIONS**

- 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.**

YCOE's staff meets five times per year with Directors of Student Services or their designee from each district. The person filling the role of Director of Students Services is responsible for school safety planning in most districts.

The first meeting with Directors of Student Services for the 2017-2018 school year is scheduled on Wednesday, September 20, 2017. The Grand Jury report, "*Are Yolo County schools in Compliance with School Safety Plans?*", will be an agenda item at the meeting and will include a request that each school district report on its progress implementing any recommendations identified in the in the Grand Jury report and sharing ideas on the most effective ways to construct, initiate and utilize school safety plans. Going forward, school safety plans will be an annual agenda item at these meetings.

- 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.**

It is outside of YCOE's jurisdiction to require any school district in the county to comply with Education Code requirements for comprehensive school safety plans or to execute Memorandums of Understanding with other agencies. However, YCOE will assist Winters Joint Unified School District in implementing all recommendations, including R9, at the district's request.

We appreciate the opportunity to respond to the Grand Jury Report. Please do not hesitate to contact us if you have any questions or concerns.

Sincerely,



Jesse Ortiz, Ed.D.  
Yolo County Superintendent of Schools

cc: Yolo County Grand Jury

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

<b>SUBJECT:</b> Naming of New Support Operations Services Conference Room – <i>The Branum Room</i>	<b>AGENDA ITEM #:</b> 3.4
<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 checked="" type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b>  Superintendent Ortiz
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

At the August 22, 2017 Regular meeting, Superintendent Ortiz presented information on naming the new Support Operations Services (SOS) Conference Room after late Director, Larry Branum.

**RECOMMENDATION/COMMENTS:** The Board is being asked to approve the naming of the new conference room – *The Branum Room*.

**YOLO COUNTY BOARD OF EDUCATION**

**Public Hearing for:  
The Sufficiency of Instructional Materials in the Yolo County Office of  
Education Alternative Education Programs**

<b>SUBJECT:</b> Public Hearing	<b>AGENDA ITEM #:</b> 3.5
	<b>DATE:</b> September 26, 2017

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the stipulation of the State Instructional Materials Program, and the sufficiency of instructional materials in the Yolo County Office of Education Alternative Education Programs, Grades 9-12, Fiscal Year 2017-18.

**YOLO COUNTY BOARD OF EDUCATION**

**Letter of Transmittal to County Board**

**From the Superintendent**

<b>SUBJECT:</b> Resolution #17-18/08: Regarding Sufficiency or Insufficiency of Instructional Materials, 2017-18	<b>AGENDA ITEM #:</b> 3.6
<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"/> POSSIBLE ACTION <input checked="" type="checkbox"/> INFORMATION	<b>RESEARCH &amp; PREPARATION BY:</b> Garth Lewis
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

The Yolo County Office of Education is entitled to receive dollars from the State Instructional Materials Program for the 2017-2018 school year for students in grades 9-12.

In order to expend these funds, the Board of Trustees must meet the following requirements:

1. Hold a public hearing and adopt a resolution (Regarding Sufficiency or Insufficiency of Instructional Materials, 2017-2018) to verify that each pupil in grades 9-12 has sufficient instructional materials, consistent with the content and cycles of the curriculum framework adopted by the State Board, (Education Code § 60119).
2. Stipulate that these funds will be used to purchase instructional materials, (Education Code § 60248).
3. When purchasing instructional materials, the materials or textbooks must be adopted by the local governing board (Education Code § 60400)
4. Comply with the requirement that these funds will be used to purchase textbooks from publishers who comply with Education Code §§ 60600-60062.
5. Include only instructional materials (Education Code §§ 60040-60047) which accurately portray the following:
  - The cultural and racial diversity of society, including the contributions of both men and women in all type of roles;
  - The necessity for the protection of our environment;
  - The effects on the human system of the use of tobacco, alcohol, narcotics and restricted dangerous drugs;

## YOLO COUNTY BOARD OF EDUCATION

### Board Transmittal: Agenda Item #3.6

September 26, 2017

- That materials encourage thrift, fire prevention, and the humane treatment of animals and people;
- That textbooks for social science, history or civics contain the Declaration of Independence and the Constitution of the United States; and
- That materials selected do not contain any material reflecting adversely upon persons because of their race, color, creed, national origin, ancestry, sex, handicap or occupation, (Education Code § 60400).

Students in our Dan Jacobs School and Cesar Chavez Community School, programs have access to instructional materials in the areas of Language Arts, Math, History/Social Sciences and Science. Staff has confirmed that we have enough instructional materials for pupils currently enrolled in our programs.

#### **Textbooks for Cesar Chavez Community and Dan Jacobs School Correlated to the California State Content Standards:**

- 1) U.S. History: *McDougal Littell, The Americans*
- 2) World History: *McDougal Littell, Modern World History*
- 3) Economics: *AGS, Economics*
- 4) Government: *AGS, United States Government*
- 5) Science: *Pearson, Earth Science, California Edition*
- 6) Mathematics: *Holt, Rinehart & Winston, Holt California Mathematics: Algebra Readiness*
- 7) Edge ELD: *National Geographic School Publishing/Hampton-Brown*

#### **Textbooks for Cesar Chavez Community School Correlated to the California State Content Standards:**

- 1) U. S. History: *Teachers' Curriculum Institute, History Alive*
- 2) World History: *Glencoe McGraw Hill, World History Modern Times*
- 3) Government: *Prentice Hall, Magruder's American Government*
- 4) English Language Arts: *Pearson – Prentice Hall, Timeless Voices, Timeless Themes*
- 5) Biology: *Glencoe McGraw Hill, Glencoe Biology*
- 6) Chemistry: *Glencoe McGraw Hill, Glencoe Chemistry*
- 7) Algebra I: *McDougal Littell-Houghton Mifflin Co., Algebra I*
- 8) Geometry: *McDougal Littell – Houghton Mifflin Co., Geometry*
- 9) Algebra 2: *McDougal Littell-Houghton Mifflin Co., Algebra 2*
- 10) Pre-Algebra: *McDougal Littell- Houghton Mifflin Co., Pre-Algebra*
- 11) Edge ELD: *National Geographic School Publishing/Hampton-Brown*

We plan to use program funds and Lottery – Instructional Materials monies, to purchase needed state content standard aligned materials as our students continue to be in need of the kinds of materials described above. The expenditure of these funds is consistent with the curriculum and courses of study for our programs.

**RECOMMENDATION/COMMENTS:** The Board will be requested to approve the use of these funds to purchase instructional materials for Dan Jacobs School and Cesar Chavez Community School at the October meeting by adopting Resolution #17-18/08: Regarding Sufficiency or Insufficiency of Instructional Materials, 2017-2018.



**Yolo County Office of Education**  
**Resolution #17-18/08: Regarding Sufficiency or**  
**Insufficiency of Instructional Materials, 2017-2018**

**Whereas**, the governing board of the Yolo County Office of Education, in order to comply with the requirements of *Education Code* Section 60119, held a public hearing on September 26, 2017, at 3:36 PM, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

**Whereas**, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

**Whereas**, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the development of the Local Control and Accountability Plan and in the public hearing, and;

**Whereas**, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Yolo County Office of Education, and;

**Whereas**, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

**Whereas**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects for Dan Jacobs School and Cesar Chavez Community School:

- **Mathematics** – *Holt, Rinehart & Winston, Holt California Mathematics, Algebra Readiness; Glencoe/McGraw Hill, Pre-Algebra; American Book Company, California Math Review; Key Curriculum Press, “Key to” series (algebra, percentages etc.), Globe Fearon, Mathematics; Number Power Series; Mathematics for Carpentry; Globe Fearon, Mathematics*
- **History-social science** - *McDougal Littell, The Americans; McDougal Littell, Modern World History; Pearson/Prentice Hall, “History Case Studies” series; AGS, Economics; AGS, United States Government*
- **English/language arts, including the English language development component of an adopted program** - *Globe Fearon, “World of Vocabulary” series; A California Reading/Writing Review; Glencoe/McGraw-Hill, Impact Short Stories (and other readers), Global Fearon, English Skills Practice; Edge ELD Levels A, B.*
- **Science** – *Pearson, Earth Science, California Edition*

**Whereas**, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects for Cesar Chavez Community School.

- **Mathematics** – *McDougal Littell-Houghton Mifflin Co., Pre-Algebra; McDougal Littell-Houghton Mifflin Co, Algebra 1; McDougal Littell-Houghton Mifflin Co, Geometry; McDougal Littell-Houghton Mifflin Co., Algebra 2*
- **History-social science** - *Teachers’ Curriculum Institute, History Alive; Glencoe McGraw Hill, World History Modern Times; Prentice Hall, Magruder’s American Government*
- **English/language arts, including the English language development component of an adopted program** - *Pearson-Prentice Hall, Timeless Voices, Timeless Themes, Edge ELD Level C.*
- **Science** – *Glencoe McGraw Hill, Glencoe biology; Glencoe McGraw Hill, Glencoe Chemistry*
- **Odysseyware** – *Odysseyware supplies comprehensive electronic high school courses that are available to all students via the Internet.*

**Therefore, it is resolved** that for the 2017-2018 school year, the Yolo County Office of Education has provided each enrolled pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Adopted this 26<sup>th</sup> day of September, 2017.

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

By: \_\_\_\_\_  
Matt Taylor, President

Date: September 26, 2017

**ATTESTED TO:**

\_\_\_\_\_  
Jesse Ortiz, Ed.D., Superintendent  
Yolo County Office of Education

**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> 3.7
<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 Tami Ethier
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 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

**RECOMMENDATION/COMMENTS:** For information.



# Head Start / Early Head Start

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

### EARLY HEAD START

Date: Monday , September 11, 2017				Report Outcomes for the month August 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.	C16(8)	86.00%	4	4
					97.14%	4	4
					82.46%	4	4
2	EHS/State	Alyce Norman	6 wk. – 30 mos.	C9(7)	100%	3	3
					95.08%	4	4
					96.49%	4	4
3	EHS/State	Alyce Norman	24 – 36 mos.	C0 (0)	76.39%	4	4
					89.47%	4	4
					98.61%	4	4
					83.33%	4	4
4	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C 4(4)	N/A	49	44
<b>SUB TOTAL</b>				<b>C29(19)</b>	<b>90.50%</b>	<b>88</b>	<b>83</b>

### HEAD START

	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Lincoln	3 – 5	C5(33)	97.33%	16	16
2					88.64%	16	15
3					90.10%	16	16
4					93.02%	20	20
5					83.01%	20	20
6					90.48%	16	16
7	HS/State	Esparto	3 – 5	C0(0)	96.06%	20	17
1	HS/State	Valley Oak 1	3 - 5	C0(0)	93.38%	16	15
2	HS	Valley Oak 2	3 – 5	C0(3)	94.81%	20	13
10	HS/State	Elkhorn	3 – 5	C1(1)	90.12%	16	16
11	HS/State	Charter	3 – 5	C1(1)	92.19%	20	20
					91.49%	16	16
					87.50%	20	20
12	HS/State	Westfield	3 – 5	C1(1)	91.86%	20	20
1	HS/State	Plainfield	3-5	C1(1)	92.93%	15	15
<b>SUB TOTAL</b>				<b>C9(40)</b>	<b>91.5%</b>	<b>267</b>	<b>255</b>

<b>TOTAL</b>	<b>C38(59)</b>	<b>91%</b>	<b>355</b>	<b>338</b>
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**Note:**  
We are unable to serve 5 families in our HB program because we need to hire a home visitor, but we could not find anyone. We will continue to recruit. FSSAs are still enrolling children for our preschool program and we expect to be fully enrolled by September 16. In addition, we will be focusing on recruitment efforts starting October!

Yolo County Office of Education Board of Education

Head Start/ Early Head Start/ State Preschool

Gail Nadal

September 2017 Overview

## PROGRAM

- The program is full. Classrooms are busy planning their lessons and developing relationships of trust with children in their classroom. We are letting parents know the importance of coming to school every day and how a child feels when they miss school. We are hopeful for improved attendance this upcoming year.
- Program has had its first In-Service on Friday, September 15<sup>th</sup>. Our ten month classrooms attended training on Early Mathematics, Supervision, Coaching and Mentoring and the Raising a Reader program which is new to Head Start.
- We have had a few resignations of teachers. We are working hard to fill these positions. Our Associate Teachers are being asked to step up into Teacher positions on a temporary basis so that the children have consistent care and their routine is stable. We are fortunate that our teams of teachers work so closely together and support and training is being offered by the Education Services area.
- New managers are in place and we welcome our final Family Support Services Manager, Silvia Figueroa, to the Head Start Family. She has been busy with enrollment, Raising a Reader training and learning the attendance procedure for our state funded programs.

## POLICY COUNCIL

- The Policy Council is scheduled for Friday, September 29<sup>th</sup>. During Parent Meetings, new representatives are being elected. Training is planned for October 14<sup>th</sup> at the Lincoln site.

## PLANNING

- All areas are working on their 30 and 45 day mandates as required by the Head Start Act.

**Executive Summary  
2017/2018 Fiscal Year  
August 31, 2017**

<b>Program</b>	<b>Working Budget</b>	<b>Current Expenditures</b>	<b>Year-To-Date Expenditures</b>	<b>Encumbered</b>	<b>Balance</b>	<b>% of Budget Spent</b>	<b>% of Budget Encumbered</b>	<b>% of Budget Unspent or Not Obligated</b>
Head Start	\$ 2,771,863	\$ 152,127	\$ 227,744	\$ 1,361,105	\$1,183,014	8.22%	49.10%	42.68%
Early Head Start	\$ 1,057,497	\$ 104,401	\$ 151,464	\$ 512,913	\$ 393,120	14.32%	48.50%	37.17%
Head Start T&TA	\$ 33,692	\$ 4,236	\$ 4,547	\$ 4,095	\$ 25,050	13.50%	12.15%	74.35%
Early Head Start T&TA	\$ 25,983	\$ 2,741	\$ 2,949	\$ 761	\$ 22,274	11.35%	2.93%	85.72%
<b>Total Grant</b>	<b>\$ 3,889,035</b>	<b>\$ 263,505</b>	<b>\$ 386,704</b>	<b>\$ 1,878,873</b>	<b>\$1,623,458</b>	<b>9.94%</b>	<b>48.31%</b>	<b>41.74%</b>

<b>Credit Cards</b>	<b>Monthly Expense</b>
Visa	\$ 3,027.05
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ 657.73
Interstate Oil	\$ 378.52
<b>Total Credit Card Expense</b>	<b>\$ 4,063.30</b>

<b>Administrative Percent Calculation</b>	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	16%

<b>Calculation of In-Kind Contributions</b>		
	<b>Dollars Expended Year-To-Date</b>	<b>In-Kind Required</b>
Head Start:	\$ 227,743.99	\$ 56,936.00
Head Start T & TA:	\$ 4,547.49	\$ 1,136.87
Early Head Start:	\$ 151,464.03	\$ 37,866.01
Early Head Start T & TA:	\$ 2,948.67	\$ 737.17
<b>Total</b>	<b>\$ 386,704.18</b>	<b>\$ 96,676.05</b>
	Amount Required:	\$ 96,676.05
	Actual In-Kind:	\$ 74,304.00
	*Surplus/(Deficit):	\$ (22,372.05)

If deficit: will be returned to Federal Government from unrestricted dollars

<b>CACFP Meal Reimbursement: July 2017</b>			
	<b>Number of Meals/Snacks Served</b>	<b>Federal Reimbursement Amount</b>	<b>State Reimbursement Amount</b>
Breakfast	433	757.75	\$ 74.35
AM Snacks		\$ -	\$ -
Lunch	575	\$ 1,990.94	\$ 98.73
PM Snacks	481	\$ 423.28	\$ -
	<b>Total Reimbursement</b>		<b>\$ 3,345.05</b>

**HEAD START  
2017/2018 BUDGET  
August**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %
				Current	Year-to-date	Encumbered	Balance	
<b>Revenues</b>								
<b>All Other Federal</b>	2,771,863		2,771,863	0	0		2,771,863	100.00%
Prior Year	0		0		0		0	#DIV/0!
Local Restricted	0		0	0	0		0	0.00%
<b>Total Revenues</b>	2,771,863	0	2,771,863	0	0	0	2,771,863	100.00%
<b>Expenditures:</b>								
<b>Salaries</b>	1,383,468	0	1,383,468	100,326	156,876	1,002,283	224,309	16.21%
<b>Benefits</b>	539,853	0	539,853	30,597	48,950	333,636	157,267	29.13%
<b>Supplies</b>	51,329	0	51,329	4,635	4,655	18,136	28,537	55.60%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	6,696	0	6,696	0	0	4,110	2,586	38.62%
<i>Site Supplies</i>	44,633	0	44,633	4,635	4,655	14,026	25,951	58.14%
<b>Travel &amp; Conference</b>	21,519	0	21,519	178	178	0	21,341	99.17%
<b>Dues &amp; Memberships</b>	1,933	0	1,933	924	924	0	1,009	52.20%
<b>Insurance</b>	13,500	0	13,500	0	0	0	13,500	100.00%
<b>Rentals, Leases, Repairs &amp; Noncapitalized     Improvements</b>	8,900	0	8,900	6	6	1,644	7,250	81.46%
<b>Direct Costs for Transfer of Services</b>	355,268	0	355,268	784	1,116	0	354,152	99.69%
<b>Professional/Contracted Services &amp; Operating     Expenditures</b>	94,746	0	94,746	14,677	15,040	5,406	74,301	78.42%
<b>Intergovernmental Fees</b>	2,000	0	2,000	0	0	0	2,000	100.00%
<b>Land Improvements</b>	0	0	0	0	0	0	0	#DIV/0!
<b>Indirect Costs</b>	248,953	0	248,953	0	0	0	248,953	100.00%
<b>Tsfer to Cafe Fund</b>	50,394	0	50,394	0	0	0	50,394	100.00%
<b>Total Expenditures</b>	2,771,863	0	2,771,863	152,127	227,744	1,361,105	1,183,014	42.68%

**PROGRAMA HEAD START  
PRESUPUESTO 2017/2018**

Recurso 5210					Gastado/Recibido				
	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Sobrecargado	Balance	%
<b>Ingresos:</b>									
	Todos los otros Federales	2,771,863		2,771,863	0	0		2,771,863	100.00%
		0		0	0	0	0	0	
		0	0	0	0	0		0	
	<b>Total Revenues/Total de Ingresos</b>	<b>2,771,863</b>	<b>0</b>	<b>2,771,863</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,771,863</b>	
<b>Gastos:</b>									
	Salarios	1,383,468	0	1,383,468	100,326	156,876	1,002,283	224,309	16.21%
	Beneficios	539,853	0	539,853	30,597	48,950	333,636	157,267	29.13%
	Provisiones	51,329	0	51,329	4,635	4,655	18,136	28,537	55.60%
	Articulos para las actividades de los padres y comida para las juntas	6,696	0	6,696	0	0	4,110	2,586	0.00%
	Articulos de oficina para el centro	44,633	0	44,633	4,635	4,655	14,026	25,951	58.14%
	Viaje y Conferencia	21,519	0	21,519	178	178	0	21,341	99.17%
	Cuotas y Membresias	1,933	0	1,933	924	924	0	1,009	52.20%
	Seguro	13,500	0	13,500	0	0	0	13,500	100.00%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	8,900	0	8,900	6	6	1,644	7,250	81.46%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	355,268	0	355,268	784	1,116	0	354,152	99.69%
	Cuotas Intergubernamentales	94,746	0	94,746	14,677	15,040	5,406	74,301	78.42%
	Mejoras a los Terrenos	2,000	0	2,000	0	0	0	2,000	100.00%
	Gastos Indirectos	0	0	0	0	0	0	0	#DIV/0!
	transferencia al fondo del café	248,953	0	248,953	0	0	0	248,953	100.00%
		50,394	0	50,394	0	0	0	50,394	100.00%
	<b>Total de Gastos</b>	<b>2,771,863</b>	<b>0</b>	<b>2,771,863</b>	<b>152,127</b>	<b>227,744</b>	<b>1,361,105</b>	<b>1,183,014</b>	<b>42.68%</b>



**EARLY HEAD START  
2017/2018  
August**

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
<b>Revenues</b>								
<b>All Other Federal</b>	1,057,497	0	1,057,497	0	0	0	1,057,497	100.00%
<b>Prior Year</b>	0		0		0		0	#DIV/0!
Local Restricted	0	0	0	0	0	0	0	
<b>Total Revenues</b>	1,057,497	0	1,057,497	0	0	0	1,057,497	100.00%
<b>Expenditures</b>								
<b>Salaries</b>	578,745	0	578,745	41,699	77,499	376,731	124,515	21.51%
<b>Benefits</b>	209,604	0	209,604	12,172	23,436	118,809	67,358	32.14%
<b>Supplies</b>	39,450	0	39,450	3,451	3,451	11,771	24,228	61.41%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	3,450	0	3,450	0	0	1,510	1,940	56.23%
<i>Site Supplies</i>	36,000	0	36,000	3,451	3,451	10,261	22,288	61.91%
<b>Travel &amp; Conference</b>	17,080	0	17,080	457	457	0	16,623	97.32%
<b>Dues &amp; Memberships</b>	579	0	579	276	276	0	303	52.33%
<b>Insurance</b>	4,200	0	4,200	0	0	0	4,200	100.00%
<b>Rentals, Leases, Repairs &amp; Noncapitalized Improvements</b>	2,300	0	2,300	4	4	546	1,750	76.09%
<b>Direct Costs for Transfer of Services</b>	64,487	0	64,487	0	0	0	64,487	100.00%
<b>Professional/Contracted Services &amp; Operating Expenditures</b>	30,410	0	30,410	46,341	46,341	5,055	(20,986)	0.00%
<b>Intergovernmental Fees</b>	1,500		1,500	0	0	0	1,500	
<b>Indirect Costs</b>	96,543	0	96,543	0	0	0	96,543	100.00%
<b>Tsfer to Cafe Fund</b>	12,599	0	12,599	0	0	0	12,599	100.00%
<b>Total Expenditures</b>	1,057,497	0	1,057,497	104,401	151,464	512,913	393,120	37.17%

**PROGRAMA EARLY HEAD START  
PRESUPUESTO DEL AÑO FISCAL 2017/2018**

Recurso 5212					Gastado/Recibido				
	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Sobrecargado	Balance	%
<b>Ingresos:</b>									
	<b>Todos los otros Federales</b>	1,057,497	0	954,810	0	0	0	954,810	100.00%
		0		0				0	#DIV/0!
		0		0		0		0	
	<b>Total de Ingresos</b>	1,057,497	0	1,057,497	0	0	0	1,057,497	100.00%
<b>Gastos:</b>									
	<b>Salarios</b>	578,745	0	578,745	41,699	77,499	376,731	124,515	21.51%
	<b>Beneficios</b>	209,604	0	209,604	12,172	23,436	118,809	67,358	32.14%
	<b>Provisiones</b>	39,450	0	39,450	3,451	3,451	11,771	24,228	61.41%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	3,450	0	3,450	0	0	1,510	1,940	56.23%
	<i>Artículos de oficina para el centro</i>	36,000	0	36,000	3,451	3,451	10,261	22,288	61.91%
	<b>Viaje y Conferencia</b>	17,080	0	17,080	457	457	0	16,623	97.32%
	<b>Cuotas y Membresías</b>	579	0	579	276	276	0	303	52.33%
	<b>Seguro</b>	4,200	0	4,200	0	0	0	4,200	
	<b>Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas</b>	2,300	0	2,300	4	4	546	1,750	
	<b>Costos Directos para Transferencias de Servicios</b>	64,487	0	64,487	0	0	0	64,487	100.00%
	<b>Servicios Profesionales/Contratados y Gastos de</b>	30,410	0	30,410	46,341	46,341	5,055	(20,986)	-69.01%
	<b>Cuotas Intergubernamentales</b>	1,500	0	1,500	0	0	0	1,500	100.00%
	<b>Gastos Indirectos</b>	96,543	0	96,543	0	0	0	96,543	100.00%
	<b>transferencia al fondo del café</b>	12,599	0	12,599	0	0	0	12,599	100.00%
	<b>Total de Gastos</b>	1,057,497	0	1,057,497	104,401	151,464	512,913	393,120	37.17%

**HEAD START  
T & TA  
2017/2018  
August**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received			Balance	% %
				Current	Year-to-date	Encumbered		
<b>Revenues</b>								
<b>All Other Federal</b>	33,692	0	33,692	4,742	26,201		7,491	22.23%
<b>Total Revenues</b>	33,692	0	33,692	4,621	26,201	0	7,491	22.23%
<b>Expenditures</b>								
<b>Salaries</b>	9,454	0	9,454	0	0	0	9,454	0.00%
<b>Benefits</b>	1,722	0	1,722	0	0	0	1,722	0.00%
<b>Supplies</b>	5,354	0	5,354	0	0	400	4,954	92.53%
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	1,657	0	1,657	0	0	0	1,657	100.00%
<i>Site Supplies</i>	3,697	0	3,697	0	0	0	3,697	100.00%
<b>Travel &amp; Conference</b>	10,340		10,340	2,693	3,004	3,695	3,642	35.22%
<b>Contracted Services</b>	3,709	0	3,709	1,544	1,544	0	2,165	58.38%
<b>Indirect Costs</b>	3,113	0	3,113	0	0	0	3,113	100.00%
<b>Total Expenditures</b>	33,692	0	33,692	4,236	4,547	4,095	25,050	74.35%

**PROGRAMA HEAD START  
T y TA  
PRESUPUESTO 2017/2018**

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	4,742	26,201	0	7,491	22.23%
	<b>Total de Ingresos</b>	33,692	0	33,692	4,621	26,201	0	7,491	22.23%
<b>Gastos:</b>									
	<b>Salarios</b>	9,454	0	9,454	0	0	0	9,454	0.00%
	<b>Beneficios</b>	1,722	0	1,722	0	0	0	1,722	0.00%
	<b>Provisiones</b>	5,354	0	5,354	0	0	400	4,954	92.53%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	1,657	0	1,657	0	0	0	1,657	100.00%
	<i>Artículos de oficina para el centro</i>	3,697	0	3,697	0	0	0	3,697	100.00%
	<b>Viaje y Conferencia</b>	10,340		10,340	2,693	3,004	3,695	3,642	
	<b>Servicios Contratados</b>	3,709	0	3,709	1,544	1,544	0	2,165	58.38%
	<b>Gastos Indirectos</b>	3,113	0	3,113	0	0	0	3,113	0.00%
	<b>Total de Gastos</b>	33,692	0	33,692	4,236	4,547	4,095	25,050	74.35%

**EARLY HEAD START  
T & TA  
2017/2018 BUDGET  
August**

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
<b>Revenues</b>									
<b>All Other Federal</b>	25,983	0	25,983	0	0	0	0	25,983	100.00%
<b>Total Revenues</b>	25,983	0	25,983	0	0	0	0	25,983	
<b>Expenditures</b>									
<b>Salaries</b>	6,940	0	6,940	0	0	0	0	6,940	0.00%
<b>Benefits</b>	1,263	0	1,263	0	0	0	0	1,263	0.00%
<b>Supplies</b>	4,558	0	4,558	0	0	350	4,208	92.32%	
<i>Parent Activity Supplies &amp; Food for Parent Meetings</i>	1,769	0	1,769	0	0	0	1,769	100.00%	
<i>Site Supplies</i>	2,789	0	2,789	0	0	350	2,439	87.45%	
<b>Travel &amp; Conference</b>	7,681		7,681	1,795	2,002	411	5,268		
<b>Contracted Services</b>	3,140	0	3,140	946	946	0	2,194	69.87%	
<b>Indirect Costs</b>	2,401	0	2,401	0	0	0	2,401	100.00%	
			0						
<b>Total Expenditures</b>	25,983	0	25,983	2,741	2,949	761	22,274	85.72%	

**PROGRAMA EARLY HEAD START  
T & TA  
PRESUPUESTO 2017/2018**

Recurso 5218		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
<b>Ingresos:</b>									
	<b>Todos los otros Federales</b>	25,983	0	25,983	0	0	0	25,983	100.00%
	<b>Total de Ingresos</b>	25,983	0	25,983	0	0	0	25,983	
<b>Gastos:</b>									
	<b>Salarios</b>	6,940	0	6,940	0	0	0	6,940	0.00%
	<b>Beneficios</b>	1,263	0	1,263	0	0	0	1,263	0.00%
	<b>Provisiones</b>	4,558	0	4,558	0	0	350	4,208	92.32%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	1,769	0	1,769	0	0	0	1,769	100.00%
	<i>Artículos de oficina para el centro</i>	2,789	0	2,789	0	0	350	2,439	87.45%
	<b>Viaje y Conferencia</b>	7,681		7,681	1,795	2,002	411	5,268	68.59%
	<b>Servicios Contratados</b>	3,140	0	3,140	946	946	0	2,194	69.87%
	<b>Gastos Indirectos</b>	2,401	0	2,401	0	0	0	2,401	100.00%
	<b>Total de Gastos</b>	25,983	0	25,983	2,741	2,949	761	22,274	85.72%

**HEAD START/EARLY HEAD START  
CREDIT CARD REPORT  
2017/2018  
August**

<b>MANAGER</b>	<b>VISA</b>
<b>Gail Nadal</b>	
Travel/Conference Center Supplies	\$ 923.83
<b>TOTAL</b>	<u>\$ 923.83</u>
<b>Genet Telahun</b>	
Travel/Conference Center Supplies	\$ 93.49
	\$ 1,826.63
<b>TOTAL</b>	<u>\$ 1,920.12</u>
<b>Amee Dowkes</b>	
Travel/Conference Center Supplies	\$ -
	\$ -
<b>TOTAL</b>	<u>\$ -</u>
<b>Gustavo Melgoza</b>	
Travel/Conference Center Supplies	\$ 183.10
<b>TOTAL</b>	<u>\$ 183.10</u>
<b>VISA Grand Total</b>	<b>\$ 3,027.05</b>
NUGGET/FOOD 4 LESS	\$ 657.73
INTERSTATE OIL	\$ 378.52
Wal Mart	\$ 657.73
<b>TOTAL MONTHLY EXPENDITURES:</b>	<b>\$ 4,063.30 ****</b>

\*\*Credit card statements available upon request

**Programas Head Start/Early Head Start  
 REPORTE DE TARJETAS DE CRÉDITO  
 Año FISCAL 2017/2018**

**SUPERVISOR**

**VISA**

**Gail Nadal**

Viaje/Conferencia	\$	-
Artículos para el centro	\$	923.83
	\$	<u>923.83</u>

**Genet Telahun**

Viaje/Conferencia	\$	93.49
Artículos para el centro	\$	1,826.63
<b>Total</b>	\$	<u>1,920.12</u>

**Amee Dowkes**

Viaje/Conferencia	\$	-
Artículos para el centro	\$	-
<b>Total</b>	\$	<u>-</u>

**Gustavo Melgoza**

Viaje/Conferencia	\$	-
Artículos para oficina	\$	183.10
<b>Total</b>	\$	<u>183.10</u>

**VISA Grand Total \$ 3,027.05**

NUGGET/FOOD 4 LESS	\$	657.73
INTERSTATE OIL	\$	378.52
Wal Mart	\$	657.73

**Total de Gastos Mensuales: \$ 4,063.30 \*\*\***

\*\*\*"Estados de ceunta de als tarjetas de credito, estan despinsibles, si son solicitadas."



**Headstart / Early Head Start  
2017/2018 Fiscal Year  
Administrative Percentage Calculation  
August 31, 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 2017 thru June 2018				
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	\$ -	\$ -

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

Federal Share	\$ 263,505.37	All Grants
Required 20 percent NFS	\$ 65,876.34	Non Federal Share
Total Approved Costs	<u>\$ 329,381.71</u>	
15% Administrative Cost Limitation	<u>\$ 49,407.26</u>	

**Step 3: Identify total administrative expenses**

Dual Facility Costs	\$ -	Per Above Calculation in step 1
School Admin	\$ 26,773.05	Staff charged to Administration
General Admin	\$ 26,376.89	Indirect
Total	<u>\$ 53,149.94</u>	

Grant Expenditures	\$ 263,505.37
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 263,505.37</u>

Currently Charged Admin Costs	\$ 53,149.94
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 53,149.94</u>

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

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 16%

**HEAD START/EARLY HEAD START  
2017/2018 FISCAL YEAR  
CALCULATION OF IN-KIND CONTRIBUTIONS**

Month	Year	Location									Grand
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln	Valley Oak/Montgomery	W. Capitol/Eikhorn	Total
July	2017	\$ 6,192.00									\$ 6,192.00
August	2017	\$ 6,192.00									\$ 6,192.00
September	2017	\$ 6,192.00									\$ 6,192.00
October	2017	\$ 6,192.00									\$ 6,192.00
November	2017	\$ 6,192.00									\$ 6,192.00
December	2017	\$ 6,192.00									\$ 6,192.00
January	2018	\$ 6,192.00									\$ 6,192.00
February	2018	\$ 6,192.00									\$ 6,192.00
March	2018	\$ 6,192.00									\$ 6,192.00
April	2018	\$ 6,192.00									\$ 6,192.00
May	2018	\$ 6,192.00									\$ 6,192.00
June	2018	\$ 6,192.00									\$ 6,192.00
		<b>\$ 74,304.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 74,304.00</b>

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of July 31, 2017	In-Kind Required
Head Start:	227,743.99	56,936.00
Head Start T & TA:	4,547.49	1,136.87
Early Head Start:	151,464.03	37,866.01
Early Head Start T & TA:	2,948.67	737.17
Total:	386,704.18	96,676.05

**Amount Required: 96,676.05**  
**Actual In-Kind: 74,304.00**  
**\*Surplus/(Deficit): (22,372.05)**  
  
**Surplus(Deficit): (22,372.05)**

If deficit: will be returned to Federal Government from unrestricted dollars

**Child & Adult Care Food Program  
Claim For Reimbursement Summary for July 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
Jul 2017	0	09/05/2017	09/05/2017	09/07/2017	Original

**Head Start**

Agency Totals	Meals/Snacks	Federal Rate	Reimbursement Amount
<b>Breakfast</b>			
Free	433	1.7500	757.75
Reduced	0	1.4500	0.00
Base	0	0.3000	0.00
<b>Total</b>	<b>433</b>		<b>757.75</b>
<b>Lunch</b>			
Free	575	3.2300	1,857.25
Reduced	0	2.8300	0.00
Base	0	0.3100	0.00
CIL	575	0.2325	133.69
<b>Total</b>	<b>575</b>		<b>1,990.94</b>
<b>PM Snack</b>			
Free	481	0.8800	423.28
Reduced	0	0.4400	0.00
Base	0	0.0800	0.00
<b>Total</b>	<b>481</b>		<b>423.28</b>
<b>Claim Reimbursement Total</b>			<b>3,171.97</b>

**State Reimbursements**

Meal Description	Meals	State Rate	State Earnings
Total Breakfast	433	\$0.1717	\$74.35
Total Lunches	575	\$0.1717	\$98.73
Total			\$173.08

Agency Claim Reimbursement Totals	Meal Reimbursement	CIL Reimbursement	State Reimbursement	Totals
Current Claim Reimbursement Total	3,038.28	133.69	173.08	3,345.05
Previous Claim Reimbursement Total	0.00	0.00	0.00	0.00
<b>Net Claim Reimbursement Total</b>	<b>3,038.28</b>	<b>133.69</b>	<b>173.08</b>	<b>3,345.05</b>

Created By: kmagallanes on: 9/1/2017 9:56:29 AM Modified By: mcoombs on: 9/5/2017 9:37:39 AM

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

<b>SUBJECT:</b> Attendance Reports	<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 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>  Garth Lewis & Sharon Holstege
	<b>DATE:</b> September 26, 2017

**BACKGROUND:**

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

(a) **Alternative Education**

(b) **Special Education**

Staff will distribute reports as handouts at the meeting.

**RECOMMENDATION/COMMENTS:** For information.

**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 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>  Ronda DaRosa
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

Monthly update from YCOE staff regarding the progress on the Yolo County Career Academy School petition development.

**RECOMMENDATION/COMMENTS:** For Information.

**YOLO COUNTY BOARD OF EDUCATION**

**Letter of Transmittal to County Board**

**From the Superintendent**

<b>SUBJECT:</b> Quarterly Report of Investments for Period Ending June 30, 2017	<b>AGENDA ITEM #:</b> 3.10
<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>  Tami Ethier
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 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 June 30, 2017.

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.



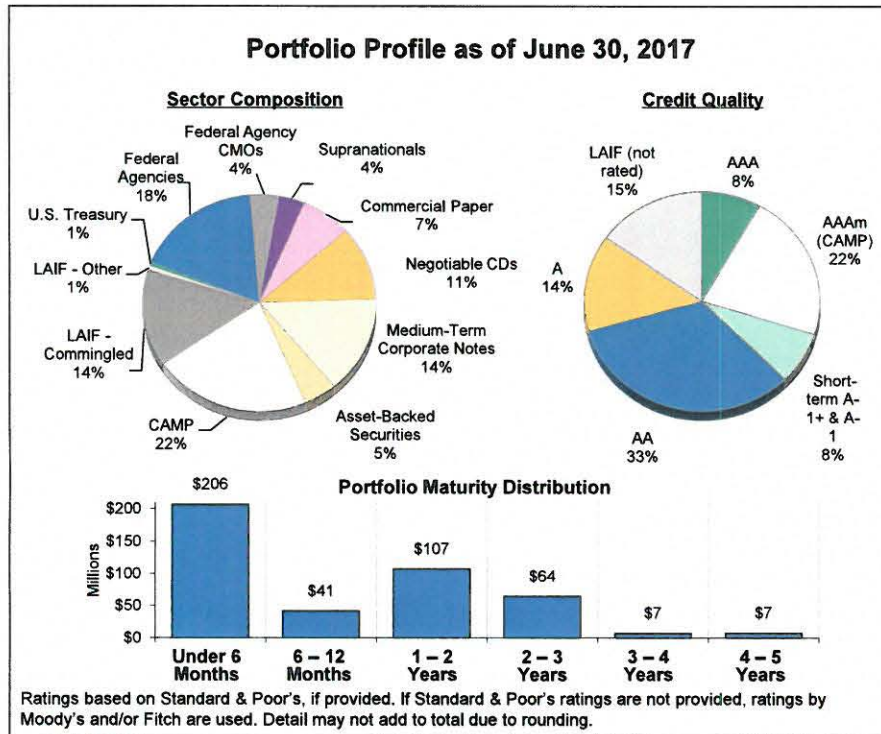
# Executive Summary – Second Quarter 2017

## 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.

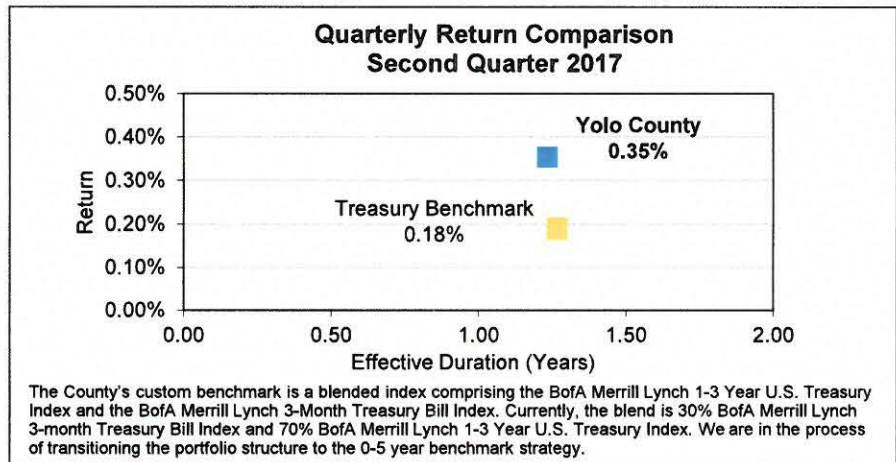
## The Economy

- ✓ Short-term yields continued to rise in response to the Fed raising rates to normalize policy, while longer-term yields have come down in response to lower inflation and growth expectations.
- ✓ On June 14, the Federal Open Market Committee (FOMC) raised the federal funds target range by 0.25% to a range of 1.00% to 1.25%.
- ✓ The labor market added 581,000 jobs in the second quarter as the unemployment rate and the labor force participation rate ticked up to 4.4% and 62.8%, respectively.



Annualized Returns			
	Quarter	1-Year	5 Years
Yolo County <sup>1</sup>	1.40%	0.73%	0.88%
Treasury Benchmark	0.72%	0.07%	0.43%
Net Apportionment Rate	0.20%	-	-

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







# Yolo County Investment Review Second Quarter 2017

**Sarah Meacham, Managing Director**

**Allison Kaune, Senior 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



## Short-Term Yields Higher but Curve Flatter in Second Quarter

- Treasury yields are substantially higher compared to a year ago, with short-term yields rising in response to the Fed raising rates to normalize policy, while longer-term yields have come down in response to lower inflation expectations.

U.S. Treasury Yield Curve



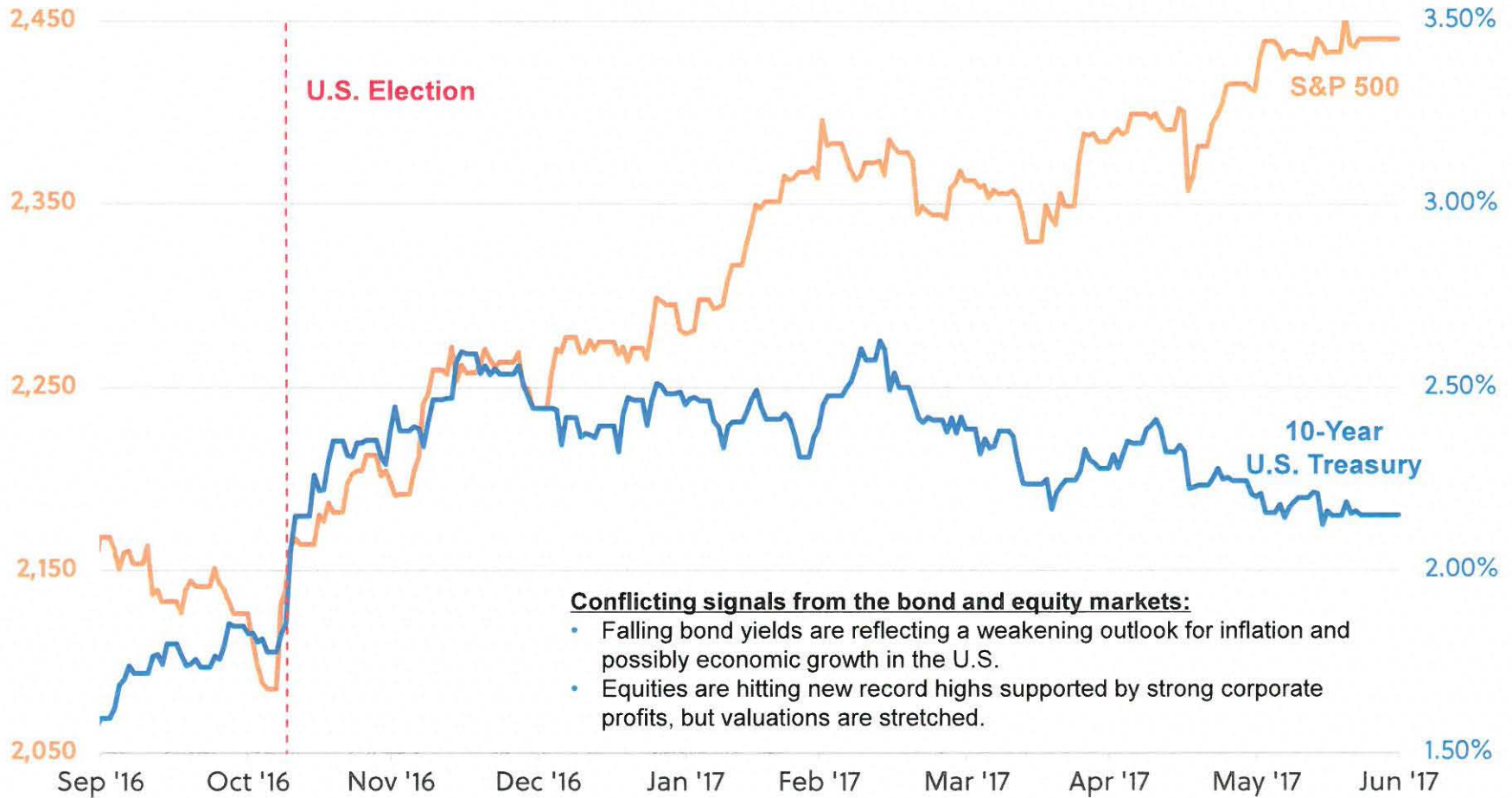
Yield Curve History

Maturity	03/31/17	06/30/17	Change
3-Mo.	0.75	1.01	0.26
6-Mo.	0.90	1.13	0.23
1-Yr.	1.02	1.23	0.21
2-Yr.	1.26	1.38	0.12
3-Yr.	1.49	1.55	0.06
5-Yr.	1.92	1.89	-0.03
10-Yr.	2.39	2.31	-0.08
20-Yr.	2.76	2.61	-0.15
30-Yr.	3.02	2.84	-0.18

Source: Bloomberg, as of 6/30/17.



## A Tale of Two Markets



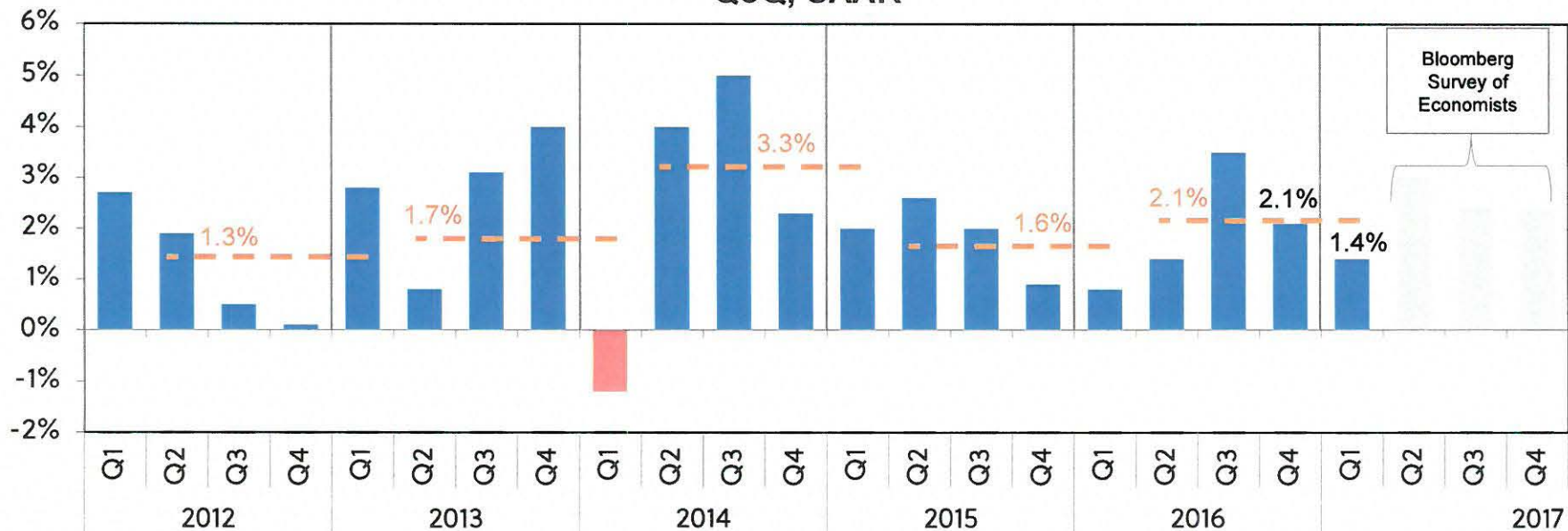
Source: The WSJ Daily Shot, Bloomberg, as of 6/30/17.



## U.S. Economic Growth

- First quarter 2017 gross domestic product (GDP) increased at an annualized rate of 1.4%, resulting in an average growth of 2.1% over the last four quarters.
- The weaker GDP results, largely expected to be transitory, were dragged down by decreased growth in consumer spending as motor vehicle and retail sales softened in the first three months of the year while warm weather induced lower energy consumption.

U.S. Real GDP  
QoQ, SAAR



Source: Bloomberg, as of 6/30/17. SAAR is seasonally adjusted annualized rate. Orange denotes rolling four-quarter averages.

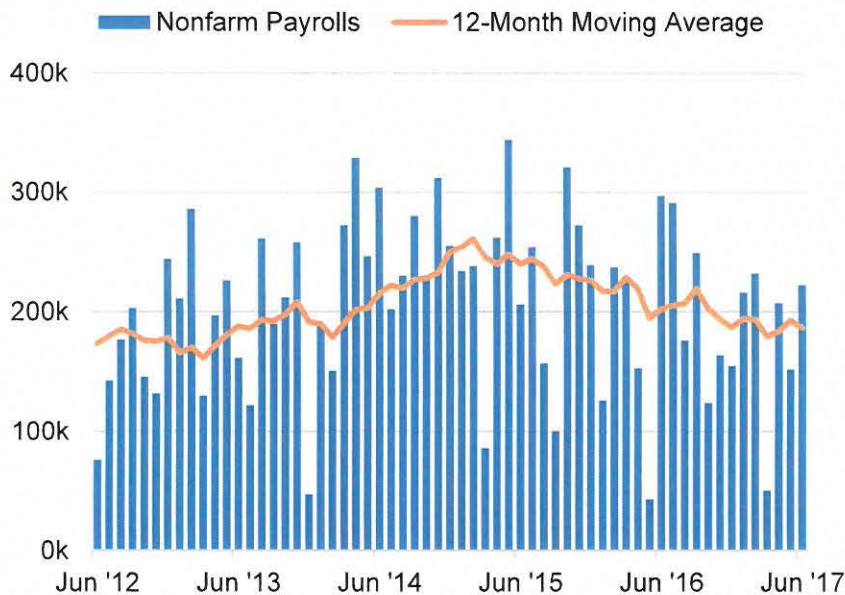




## Labor Market Strength Continues

- The U.S. labor market continued to improve, adding 581,000 jobs in the second quarter and an average of 187,000 jobs per month over the past year.
- The headline unemployment rate and participation rate ticked up to 4.4%, as did the labor force participation rate at 62.8%. The U-6 rate, which includes underemployed and discouraged workers, ended the quarter at 8.6 %—the lowest since 2007.
- Average hourly earnings—an important gauge of wage growth—grew 2.5% over the past 12 months.

### Monthly Change in Nonfarm Payrolls



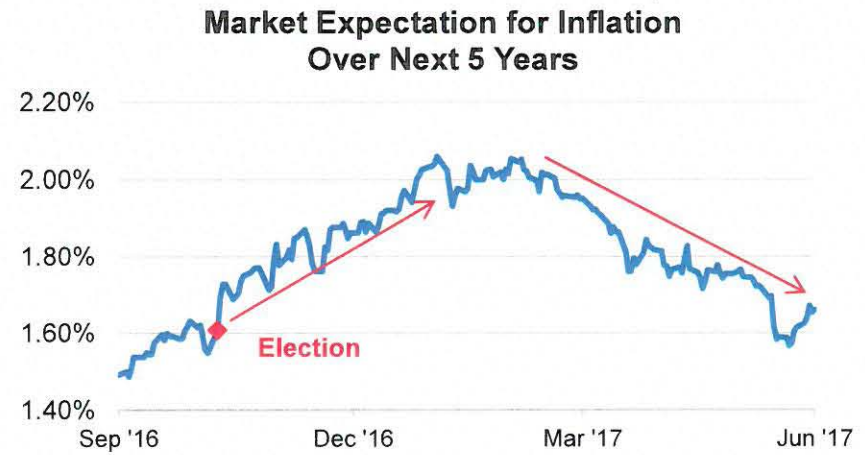
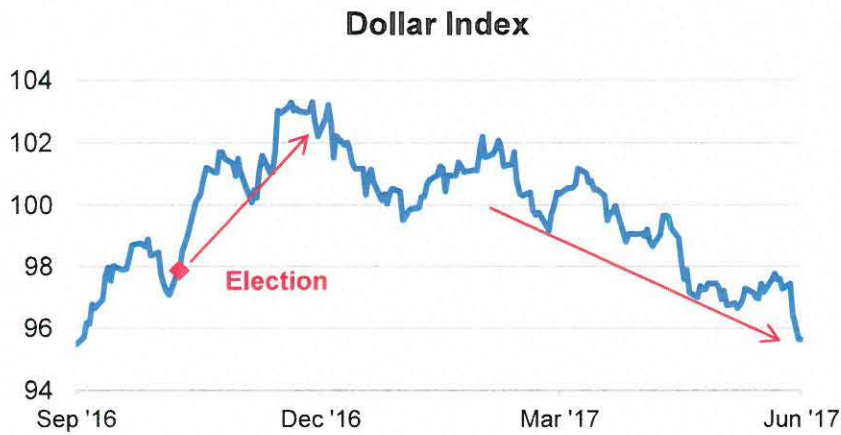
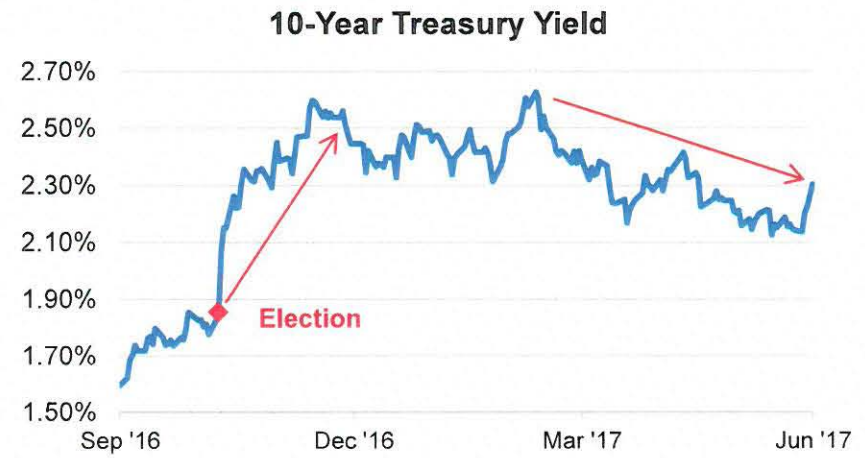
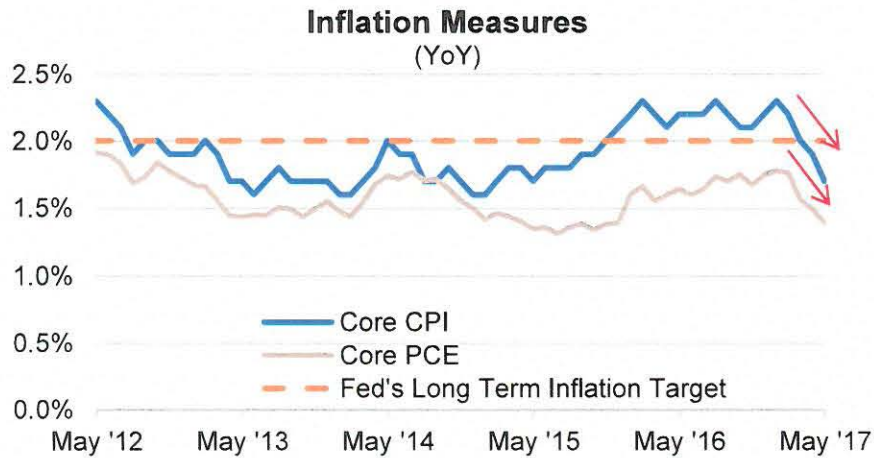
### Unemployment Rate



Source: Bloomberg, as of 6/30/17.



## Inflation Trend Reverses



Source: Bloomberg, as of 6/30/17. Post-election period is 11/08/16-1/20/17, post-inauguration period is 1/20/17-6/30/17.



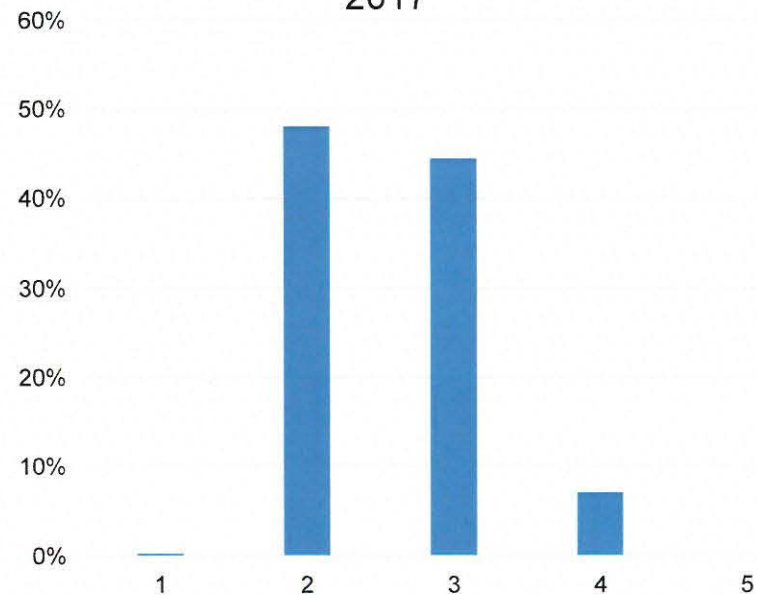
## Fed Rate Hikes Expected in 2017

- On June 14, the Federal Open Market Committee (FOMC) raised rates for the fourth time since the recession by 0.25%, lifting its target rate to 1.00% - 1.25%.
- Market implied probabilities indicate that there is a 52% chance of the Fed raising rates at their December meeting. Additionally, the market has priced in a 45% chance of one more hike this year.

Probability of Fed Rate Hike

Meeting	6/30/2017
7/26/2017	0%
9/20/2017	16%
11/1/2017	17%
12/13/2017	52%
1/31/2018	53%

Number of Total Rate Hikes Expected in 2017



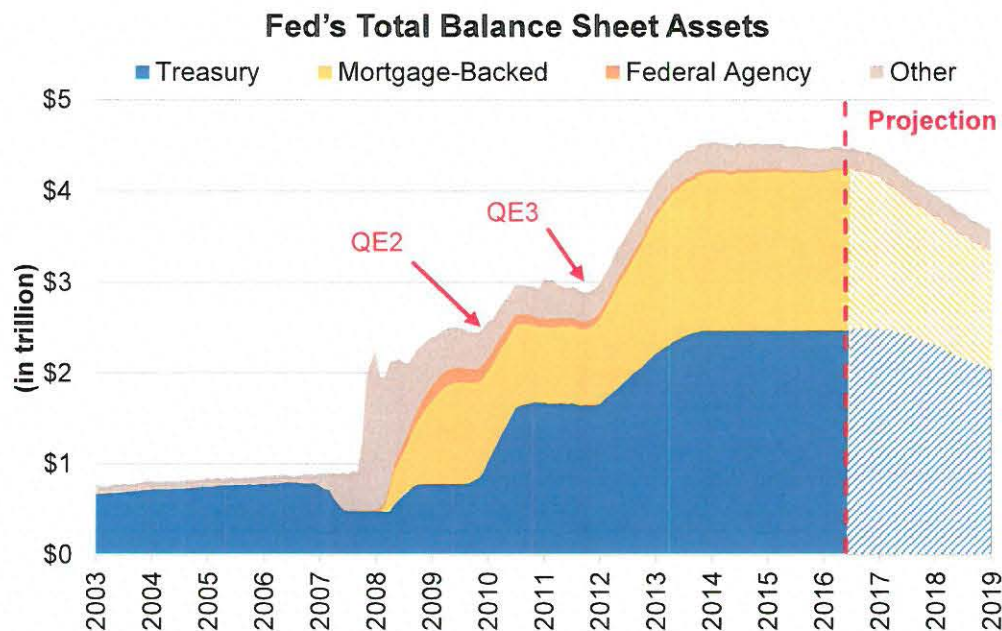
Source: Bloomberg, based on Fed Funds Futures (Effective rate) by Bloomberg.





## Fed's Balance Sheet Normalization Plan

- At the June FOMC meeting, the Federal Reserve laid out its plan to reduce the size of its balance sheet, which stands at \$4.5 trillion after multiple rounds of quantitative easing following the 2007 financial crisis. Fed officials expect to begin implementing the program this year, provided the economy evolves broadly as anticipated.
- The Fed plans to gradually reduce its holdings by decreasing reinvestments of principal payments on its U.S. Treasury and agency mortgage-backed securities. The pace of this decline will be limited by a cap that starts at \$10 billion per month, increasing every three months until it reaches \$50 billion per month.



(in billion)	Treasury Holdings	Agency MBS Holdings	Total Fed Assets
Dec 2017	\$2,465	\$1,770	\$4,470
Dec 2019 (Projected)	\$2,035	\$1,410*	\$3,680
<b>Difference:</b>	<b>\$430</b>	<b>\$360*</b>	<b>\$790</b>

\*MBS projection assumes that principal payments will always exceed the cap over the horizon period (i.e. the monthly run off amount is equal to the cap).

Source: Bloomberg, The Federal Reserve, FRB of St. Louis, as of 6/15/17. Projection is based on maturity schedule of Fed's Treasury holdings and caps on reinvestments as described in FOMC's June 2017 addendum to the Policy Normalization Principles and Plans, assuming normalization begins in January 2018.



# Portfolio Review



## Second Quarter 2017 Recap

- Our strategy was to maintain the portfolio duration position generally neutral to the County's performance benchmark since market conditions were consistent with moderate growth and the Fed was on track to gradually raise rates.
- Federal agency yield spreads narrowed further amid minimal new issuance, ending the quarter at historical tight levels. Our strategy remained opportunistic as we sought to purchase new issues that offered acceptable yield concessions, mostly in the 2-3 year maturity range.
- We maintained corporate allocations as the sector's additional income remained advantageous, and the sector benefited from further spread tightening. The corporate sector generated strong outperformance relative to comparable-maturity Treasuries, logging its seventh straight quarter of outperformance.
- We continued to participate in new AAA-rated asset-backed security (ABS) issues, adding to our allocations in the sector. ABS provided both enhanced diversification and incremental yield. The ABS sector performed well, posting its second straight quarter of outperformance to Treasuries as yield spreads tightened.
- In the money market space, short-term Treasury yields rose, repricing to reflect the Fed's ¼ percent June rate hike. The yield spread offered by commercial paper (CP) and certificates of deposit (CDs) tightened during the quarter to levels not seen since the Fed began raising rates in late 2015 as the effects of money market reform and conviction about further Fed rate hikes faded.





## 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.



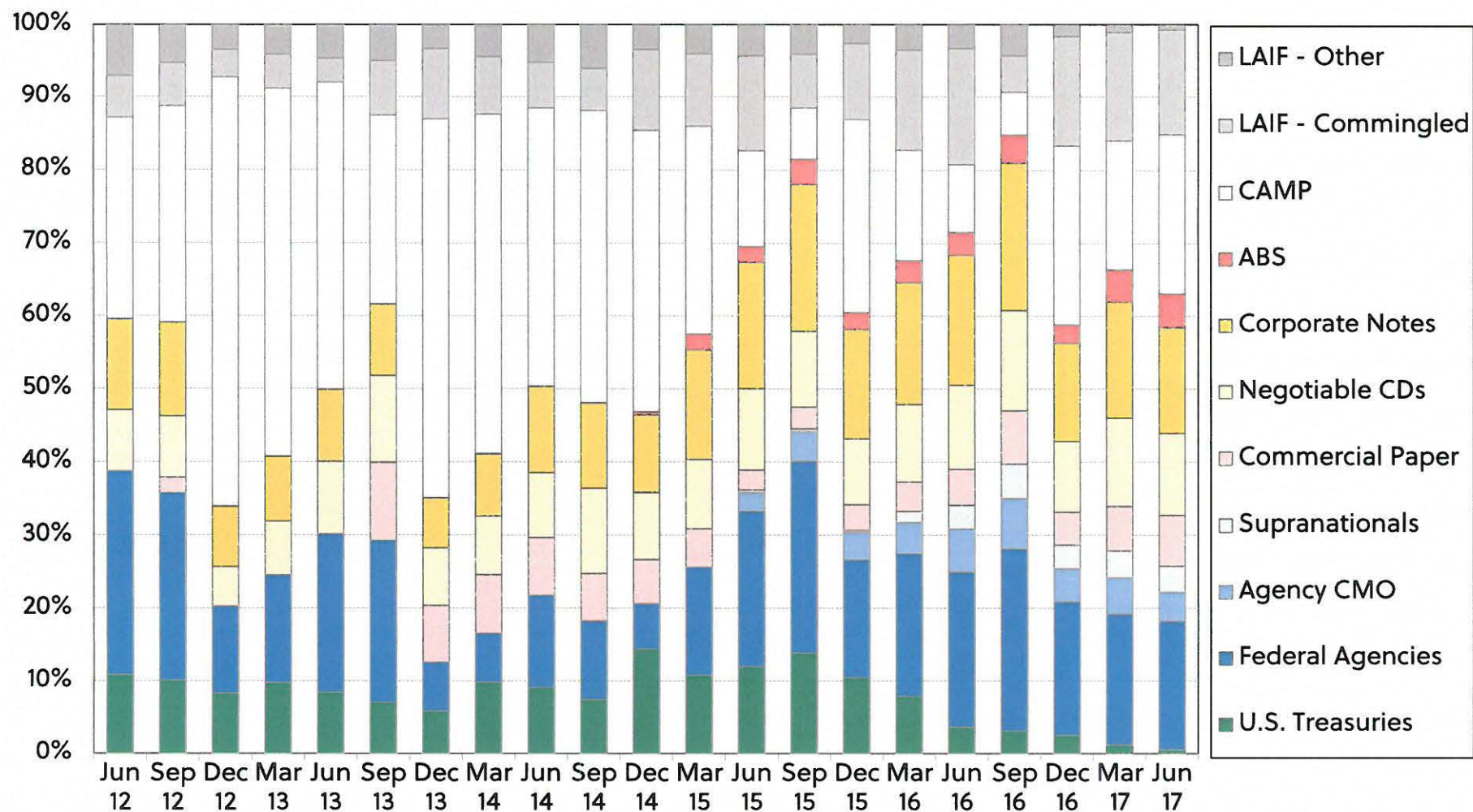
## Portfolio Composition

Security Type	Market Value	Percent of Portfolio	% Change vs 12/31/16	Permitted by Policy	In Compliance
U.S. Treasury	\$2,421,890	1%	-1%	100%	✓
Federal Agencies	\$76,272,669	18%	-	100%	✓
Federal Agency CMOs	\$17,147,318	4%	-1%	100%	✓
Supranationals	\$15,463,584	4%	-	30%	✓
Commercial Paper	\$30,143,811	7%	+1%	40%	✓
Negotiable CDs	\$48,265,773	11%	-1%	30%	✓
Medium-Term Corporate Notes	\$62,854,679	15%	-1%	30%	✓
Asset-Backed Securities (ABS)	\$19,881,417	5%	-	20%	✓
CAMP	\$94,092,620	22%	+4%	100%	✓
LAIF - Total	\$65,531,945	15%	-1%	\$65 million per account	✓
<b>Security Sub-Total</b>	<b>\$432,075,708</b>	<b>100%</b>			
Accrued Interest	\$857,865				
<b>Security Total</b>	<b>\$432,933,572</b>				

Detail may not add to total due to rounding.



## Adding Value Through Sector Allocation







## Portfolio Issuer Distribution

Federal Agencies	
FNMA	12%
FHLMC	5%
FHLB	5%

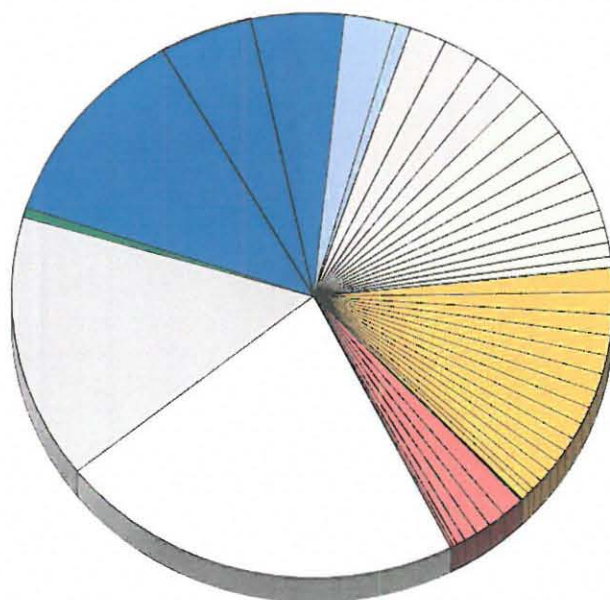
Supranationals	
IBRD	3%
IADB	1%

CP Issuers	
BNP Paribas	2%
Bank of Tokyo Mitsubishi, U.S.	2%
Credit Agricole	2%
ING Funding LLC	1%

CD Issuers	
Bank of Montreal Chicago	2%
Svenska Handelsbanken (NY)	1%
Canadian Imperial Bank (NY)	1%
Sumitomo Bitsui Bank (NY)	1%
Bank of Nova Scotia Houston	1%
Skandinaviska Enskilda (NY)	1%
Royal Bank of Canada (NY)	1%
U.S. Bank NA	1%
Nordea Bank Finland (NY)	1%
Toronto Dominion Bank (NY)	1%

U.S.  
Treasury  
1%

LAIF  
15%



CAMP  
22%

ABS Issuers	
Honda Auto Receivables	1%
Nissan Auto Receivables	1%
Ally Auto Receivables Trust	1%
Toyota Auto Receivables	<1%
Hyundai Auto Receivables	<1%
Carmax Auto Trust	<1%
John Deere Owner Trust	<1%

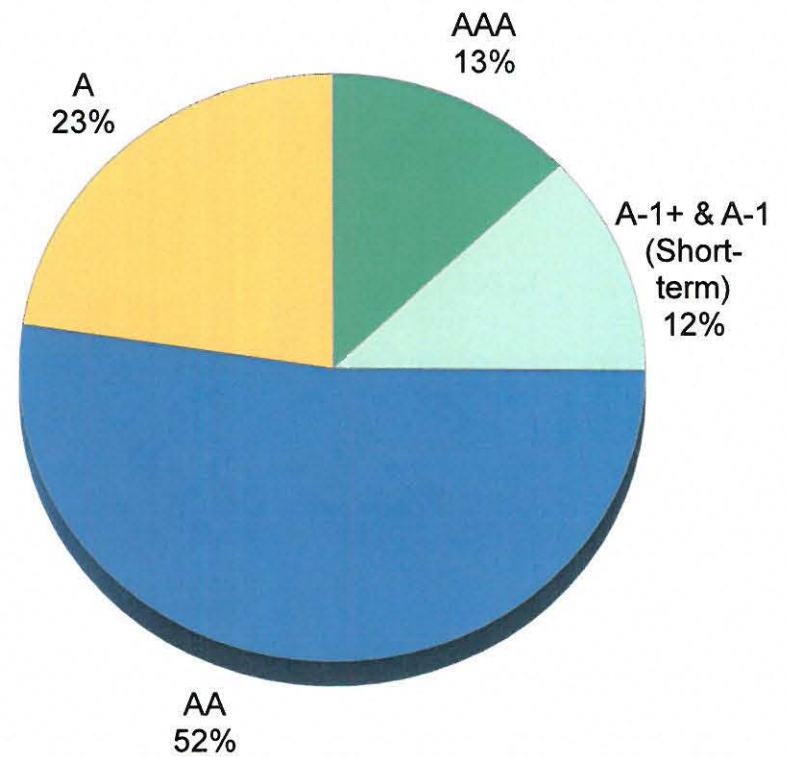
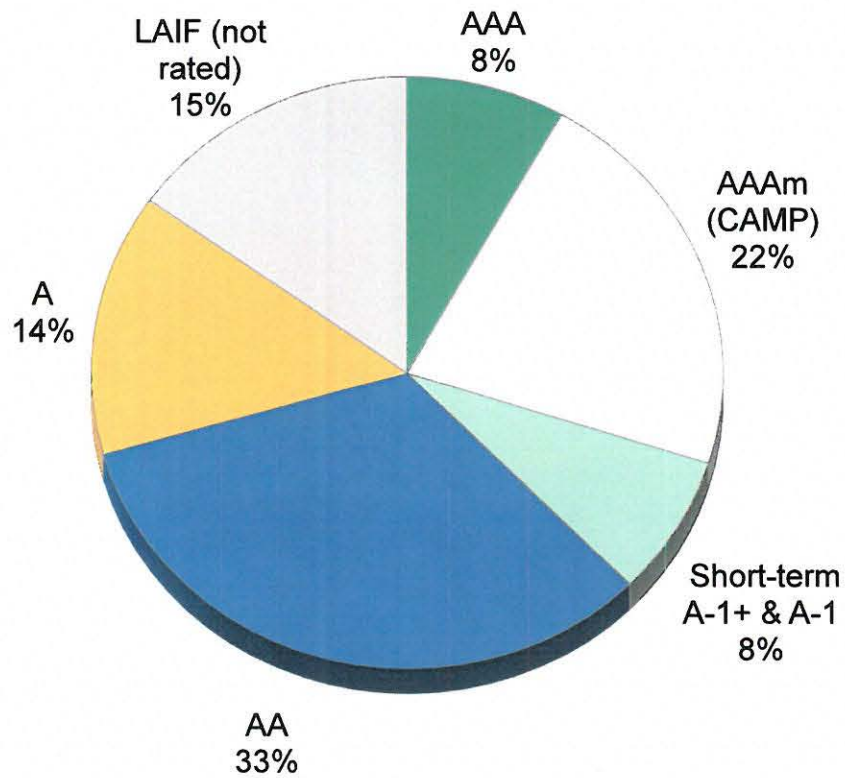
Corporate Issuers	
American Express	1%
John Deere CC	1%
American Honda Finance	1%
Bank of New York	1%
Cisco Systems	1%
General Electric CC	1%
Exxon Mobil	1%
Toyota Motor CC	1%
IBM	1%
Apple	1%
Chevron Corp	1%
JP Morgan Chase	1%
Wells Fargo	1%
Berkshire Hathaway	1%
PepsiCo	<1%
Toyota Motor Credit	<1%
Unilever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

As of June 30, 2017. Percentages may not sum to 100% due to rounding.



## Portfolio Credit Quality

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



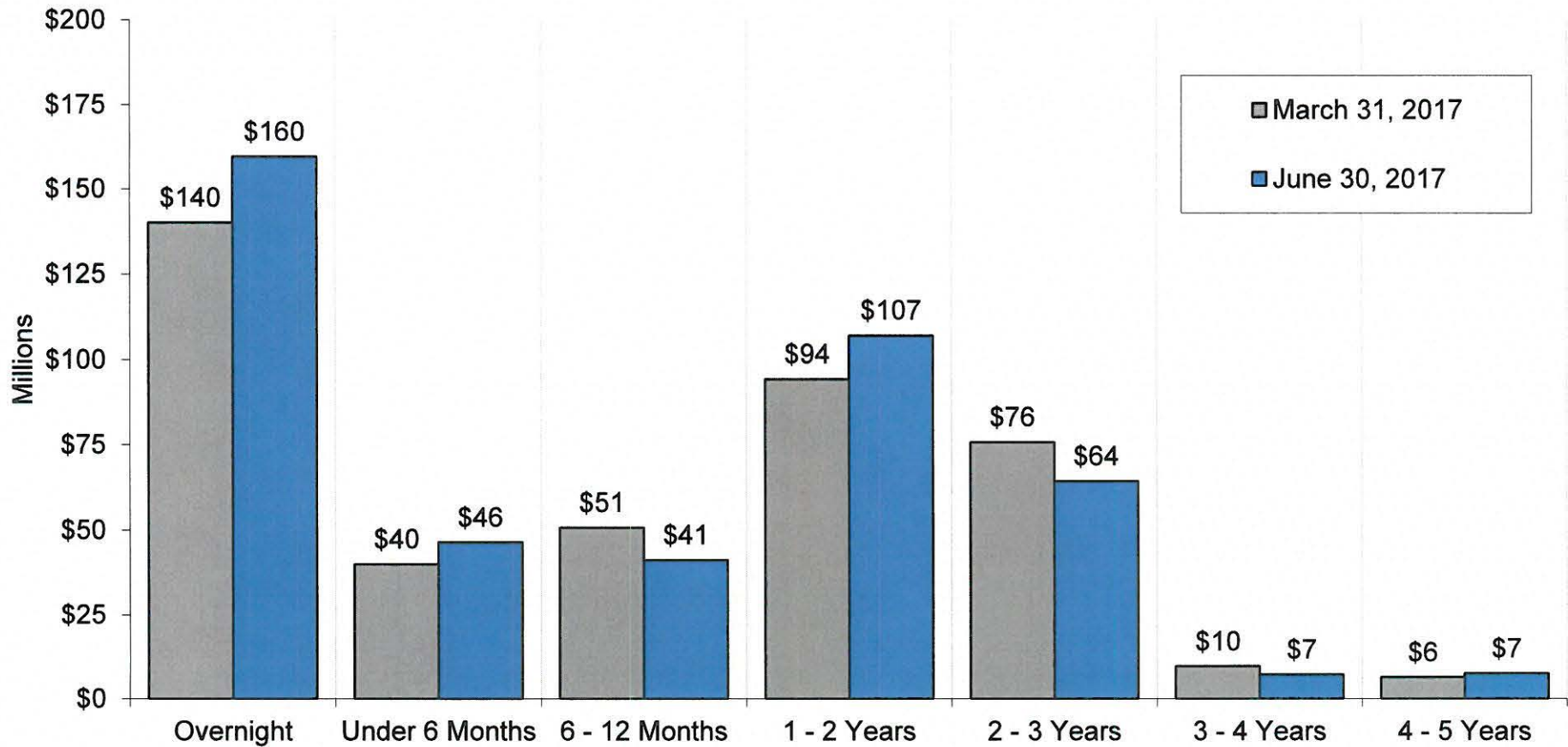
As of June 30, 2017. Percentages may not sum to 100% due to rounding.

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.





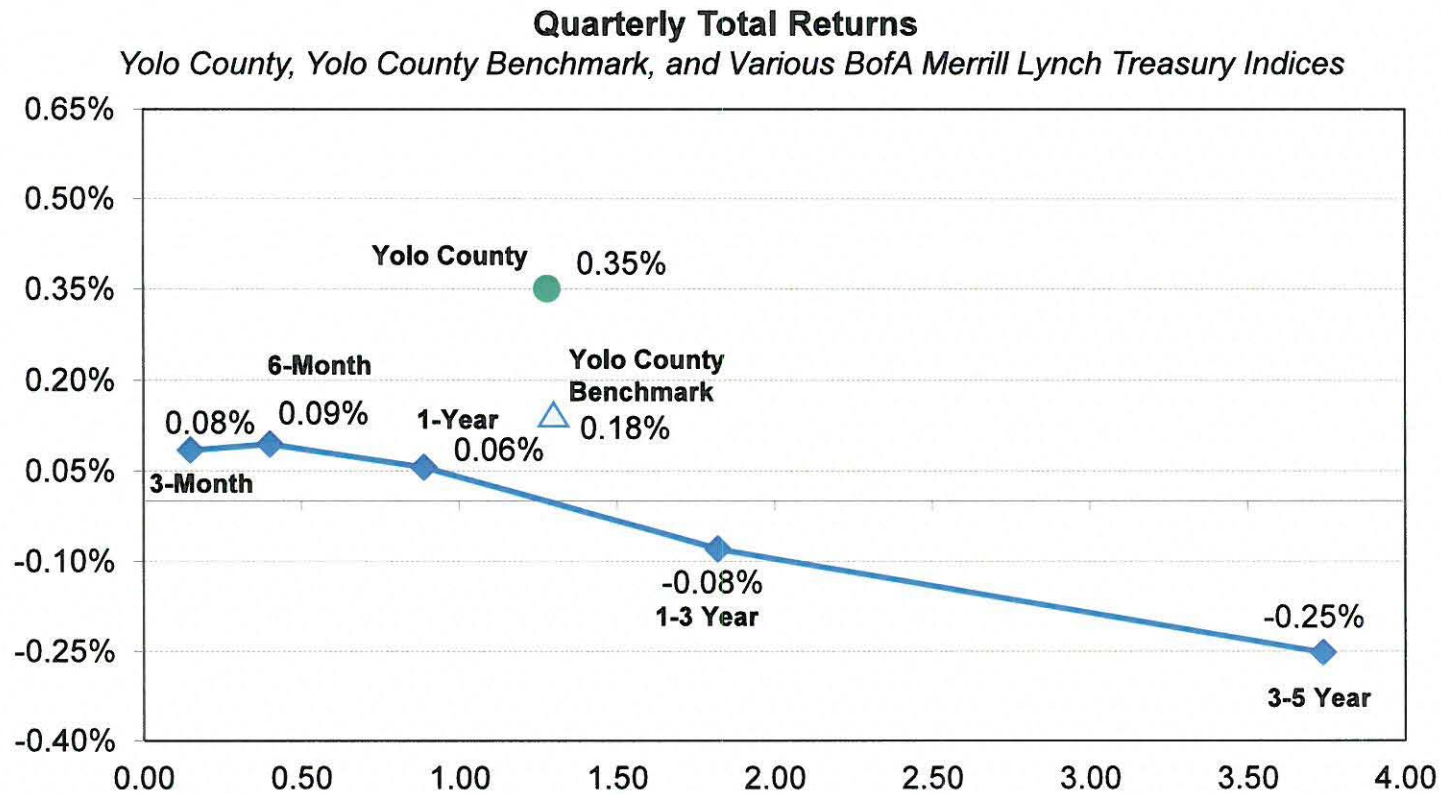
## Portfolio Maturity Distribution



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



## Portfolio Had a Higher Return Than the Benchmark



### Yields

Portfolio Yield and LAIF Quarterly Apportionment Rate	
Yolo County	1.40%
LAIF	0.92%

For periods ending as of June 30, 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. We are in the process of transitioning the portfolio structure to the 0-5 year benchmark strategy.



## Portfolio Generated Strong Returns

### Total Return For periods ended June 30, 2017

	Duration (years)	Past Quarter	Past 1 Year	Past 5 Years	Past 10 Years	Since Inception
Yolo County	1.28	0.35%	0.73%	0.88%	1.97%	3.25%
Treasury Benchmark	1.32	0.18%	0.07%	0.43%	1.28%	2.56%

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.

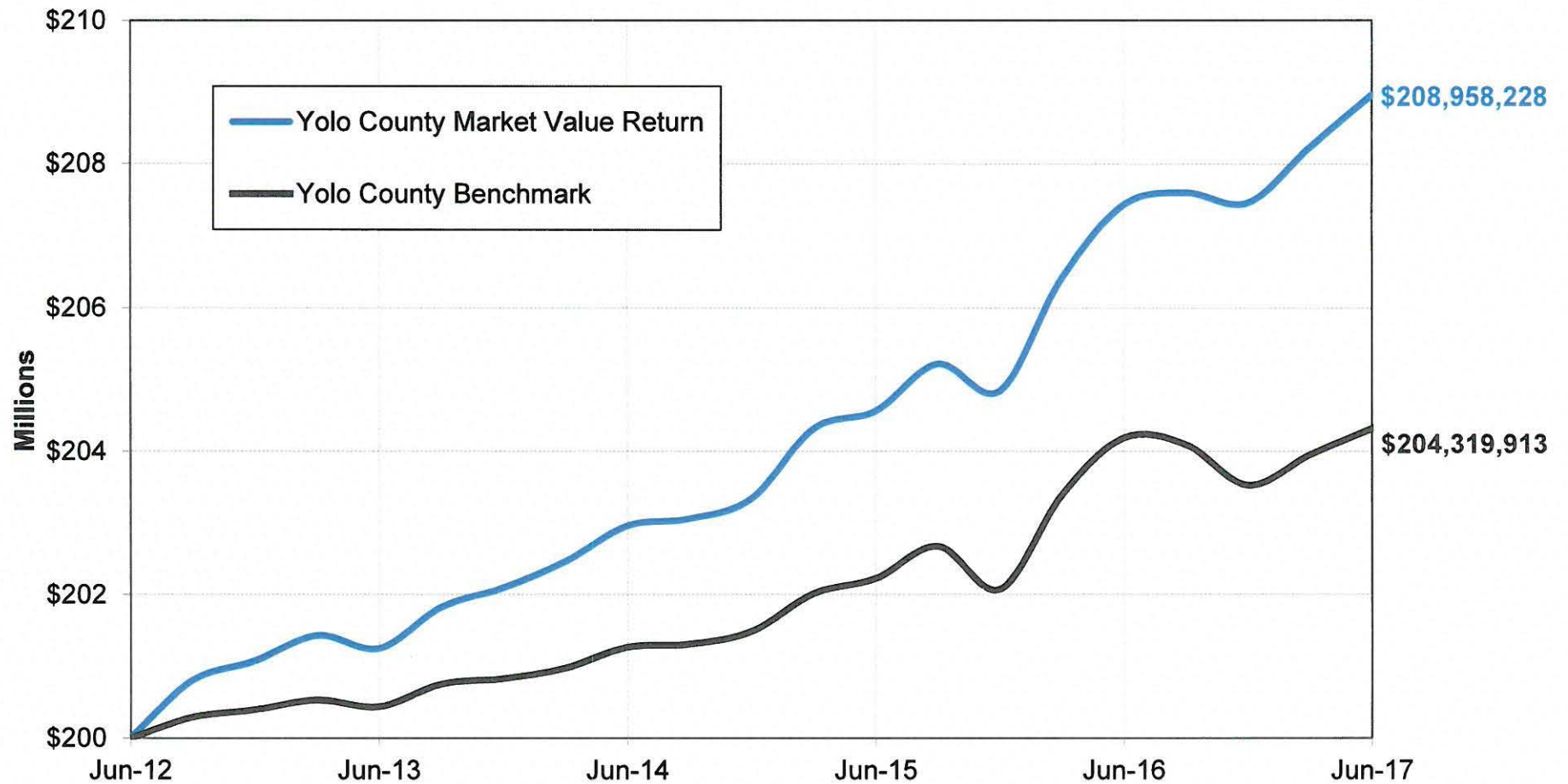
Inception date is June 30, 1998.

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. We are in the process of transitioning the portfolio structure to the 0-5 year benchmark strategy.



## 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 will begin transitioning the County's portfolio structure to be in line with the new 0-5 year benchmark strategy and expect the transition to be completed by September 30, 2017.
- Our outlook for the third quarter is for continued modest growth in the U.S. economy. But, the future path of Fed tightening is less certain as recent economic data has been disappointing, fiscal policy initiatives have stalled, and inflation remains below the Fed's 2% target.
- With rates priced for the current level of uncertainty, we are once again positioning the portfolio's duration to match the benchmark.
- Agency yield spreads remain at or near historically tight levels as demand remains strong while supply is minimal. Unless we find an issue with appropriate yield spread, our strategy will generally favor U.S. Treasuries over agencies.
- Corporate yield spreads are near the tightest levels since the post-recession of 2014. Although we remain constructive on the fundamental strength of the sector, we plan to be more selective.
- 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 expected Fed balance sheet tapering.
- Yield spreads on commercial paper and CDs have narrowed significantly from the wide levels driven by money market reform in late 2016. Given low short-term Treasury and agency yields, CP and CD spreads still offer modest incremental yield, but supply is somewhat constrained.

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

<b>SUBJECT:</b> Public Disclosure of Costs Associated with the 2016-17 Agreement Between the Yolo County Office of Education (YCOE) and the American Federation of State, County and Municipal Employees Union (AFSCME), Classified	<b>AGENDA ITEM #:</b> 3.11
<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>  Tami Ethier
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

The Board meeting is being used as a public forum to disclose the costs associated with the agreement between YCOE and the AFSCME Classified group, for the 2016-17 fiscal year (refer to attached).

**RECOMMENDATION/COMMENTS:** For information.

**SUMMARY**

**NOTICE OF COLLECTIVE BARGAINING AGREEMENT**

**COUNTY OFFICE** | Yolo County Office of Education

**Bargaining Unit** | AFSCME Classified

Unit of Settlement	Fiscal Year of Settlement	FISCAL IMPACT	OTHER	ON-GOING OR ONE-TIME
AFSCME Classified	2016-17	2%		On-Going
AFSCME Classified	2016-17		\$25 per month benefit CAP Increase commencing September 1, 2017	On-Going
AFSCME Classified	2016-17		Office Assistant move from range 21 to 23, Admin Sec move from range 35 to 36, Interpreter move from range 46 to 47, Family Services Specialist move from range 46 to 47, Cafeteria Assist. Move from range 22 to 23, Lead Cook move from range 28 to 29, Secretary move from range 29 to 30, Info Specialist move from range 46 to 47, FSSA w/o AA move from range 31 to 32, Custodian move from range 27 to 28, Maintenance Tech move from range 30 to 31, cook move from range 26 to 27, effective July 1, 2017	On-Going

**NEXT MONETARY REOPENER AND DATE** | 7/1/2017

COSTS OF SETTLEMENT	ACCOUNT CODES	CURRENT YEAR	YEAR TWO	YEAR THREE
Certificated Salaries	1000-1999			
Classified Salaries	2000-2999	39,693	39,693	39,693
Employee Benefits	3000-3999	16,724	17,735	18,798
<b>Total</b>		56,417	57,428	58,491

**State Reserve Standard**



a. Total expenditures, transfers out, and uses (including cost of proposal)	\$	23,804,213
b. State Standard Minimum EUR Percentage		3%
c. State Standard Minimum EUR amount	\$	714,126.39

**Budgeted Unrestricted Reserve (after impact of proposed agreement)**

a. General Fund budgeted Unrestricted EUR	\$	714,127
b. General Fund budgeted Unrestricted Unappropriated amount	\$	-
c. Special Reserve Fund budgeted EUR	\$	-
d. Special Reserve Fund budgeted Unappropriated amount	\$	-
e. Total County Office budgeted Unrestricted reserves.	\$	714,127

**CERTIFICATION**

In accordance with Government Code section 3547.5(b), I hereby certify that the costs incurred by the school district under this agreement can be met by the county office during the agreement's term.

 | 
  | 
 9/11/17 | 
 9.12.17

Superintendent | Date | Chief Business Official | Date

**YOLO COUNTY BOARD OF EDUCATION**

**Letter of Transmittal to County Board**

**From the Superintendent**

<b>SUBJECT:</b> Public Disclosure of Costs Associated with the 2016-17 Agreement Between the Yolo County Office of Education (YCOE) and the American Federation of State, County and Municipal Employees Union (AFSCME), Certificated	<b>AGENDA ITEM #:</b> 3.12
<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> Tami Ethier
<b><u>BACKGROUND:</u></b>	<b>DATE:</b> September 26, 2017

The Board meeting is being used as a public forum to disclose the costs associated with the agreement between YCOE and the AFSCME Certificated group, for the 2016-17 fiscal year (refer to attached).

**RECOMMENDATION/COMMENTS:** For information.



**SUMMARY**

**NOTICE OF COLLECTIVE BARGAINING AGREEMENT**

**COUNTY OFFICE** Yolo County Office of Education

**Bargaining Unit** AFSCME Certificated

Unit of Settlement	Fiscal Year of Settlement	FISCAL IMPACT	OTHER	ON-GOING OR ONE-TIME
AFSCME Certificated	2016-17	2%		On-Going
AFSCME Certificated	2016-17		\$25 per month benefit CAP Increase commencing September 1, 2017	On-Going
AFSCME Certificated	2016-17		Assoc Teacher move to range 29, Ed Specialist move to range 47, Early Learning Mentor Coach move to range 41, effective July 1, 2017	On-Going

**NEXT MONETARY REOPENER AND DATE** 7/1/2017

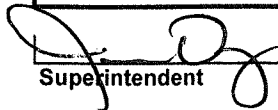
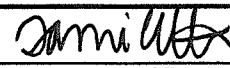
COSTS OF SETTLEMENT	ACCOUNT CODES	CURRENT YEAR	YEAR TWO	YEAR THREE
Certificated Salaries	1000-1999	34,799	34,799	34,799
Classified Salaries	2000-2999			
Employee Benefits	3000-3999	23,453	24,110	24,770
<b>Total</b>		58,252	58,909	59,569

<b>State Reserve Standard</b>	
a. Total expenditures, transfers out, and uses (including cost of proposal)	\$ 23,804,213
b. State Standard Minimum EUR Percentage	3%
c. State Standard Minimum EUR amount	\$ 714,126.39

<b>Budgeted Unrestricted Reserve (after impact of proposed agreement)</b>	
a. General Fund budgeted Unrestricted EUR	\$ 714,127
b. General Fund budgeted Unrestricted Unappropriated amount	\$ -
c. Special Reserve Fund budgeted EUR	\$ -
d. Special Reserve Fund budgeted Unappropriated amount	\$ -
e. Total County Office budgeted Unrestricted reserves.	\$ 714,127

**CERTIFICATION**

In accordance with Government Code section 3547.5(b), I hereby certify that the costs incurred by the school district under this agreement can be met by the county office during the agreement's term.


19/8/17
Date
|

19.12.17
Date

Superintendent
Chief Business Official

**YOLO COUNTY BOARD OF EDUCATION**

**Public Hearing for:**

**The Yolo County Superintendent of Schools Response and Initial Proposal to the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Certificated Unit**

<b>SUBJECT:</b> Public Hearing	<b>AGENDA ITEM #:</b> 3.13
	<b>DATE:</b> September 26, 2017

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal to the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Certificated Unit.

**YOLO COUNTY BOARD OF EDUCATION**

**Public Hearing for:**

**The Yolo County Superintendent of Schools Response and Initial Proposal to the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Classified Unit**

<b>SUBJECT:</b> Public Hearing	<b>AGENDA ITEM #:</b> 3.14
	<b>DATE:</b> September 26, 2017

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal to the American Federation of State, County and Municipal Employees (AFSCME), Council 57, Classified Unit.

**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> September 26, 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.*  
  
*08-22-17 Update: The Board requested a policy be developed the process of naming facilities.*
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.*  
  
*08-22-17 Update: This item will be placed on the October 2017 agenda.*
3. *08-22-17 Superintendent Ortiz called for a presentation on SELPA funding be placed on the October 2017 agenda.*
4. *08-22-17 Superintendent Ortiz called for a presentation on the Preschool Initiative for the November 2018 ballot be placed on the October 2017 agenda.*

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