

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, May 22, 2018
3:30pm**

BOARD MEMBERS

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

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: May 17, 2018

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.

2.0 YOLO COUNTY OFFICE OF EDUCATION EMPLOYEE(S) OF THE MONTH

3.0 REPORTS

3.1 Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)

- a. Board Members
- b. Superintendent
- c. Superintendent's Advisory Team
- d. Committees

3.2 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.

4.0 INFORMATION/DISCUSSION/ACTION

- Action** **4.1** Consent Agenda
 - a. Approval of Minutes: March 20, 2018 Regular Meeting
 - b. Approval of Minutes: April 24, 2018 Regular Meeting
 - c. Temporary County Certificates
 - d. Resolution #17-18/28 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)

- Information** **4.2** Presentation: Yolo Special Education Local Plan Area’s Community Advisory Committee Award

- Information** **4.3** Presentation: Cesar Chavez Community School Student Leadership Opportunity

- Information/
Action** **4.4** Resolution #17-18/29 in Support of Accelerating the Distribution of Proposition 51 School Facilities Funds

- Information/
Action** **4.5** Resolution #17-18/30: In Support of National Foster Care Month

- Information/
Action** **4.6** Resolution #17/18-31: Ordering Board of Education Member Regular Election and Requesting the Boards of Supervisors of the Counties of Yolo, Solano, and Sutter to Consolidate Elections with Regular Election Held on November 6, 2018

- Information/
Possible Action** **4.7** First Reading of New Board Policy 6161.1 Selection and Evaluation of Instructional Materials

- Action** **4.8** Second Reading of New Board Policies – Series 6000 (Instruction):
 - a. BP/SP 6112 School Day
 - b. BP/SP 6113 Interruptions
 - e. BP/SP 6141 Curriculum Development and Evaluation
 - f. BP/SP 6141.2 Recognition of Religious Beliefs and Customs
 - g. BP/SP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
 - h. BP/SP 6142.2 World Language Instruction

- Information** **4.9** First Reading of New BP/SP 6186 Juvenile Court Schools

- Information** **4.10** Office of Refugee Resettlement (ORR) Program Update

- Information** **4.11** 2017-19 Local Control and Accountability Plan Update

- Information** **4.12** Declaration of Need for Fully Qualified Educators

- Information** **4.13** 2017-18 P-2 ADA Report

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- | | | |
|--------------------|-------------|--|
| Information | 4.14 | Education Protection Account Spending Plan 2018-19 |
| Information | 4.15 | Program Evaluation and Juvenile Hall Certification that School Program is Compliant with Title 15, Section 1370(b) and Education Codes |
| Information | 4.16 | Quarterly Report on Williams Uniform Complaints for YCOE Operated Schools Covering the Months of January, February, March 2018 |
| Information | 4.17 | Williams Quarterly Report on Yolo County Schools in Decile 1-3 Covering the Months of January, February, and March 2018 |
| Information | 4.18 | Head Start/Early Head Start Reports
a. Enrollment Update
b. Program
c. Financial Status |
| Information | 4.19 | Alternative Education Attendance Reports |
| Information | 4.20 | Superintendent's Compensation Study/Educational Management Solutions (EMS) Report |
| Information | 4.21 | Suggested Future Agenda Item(s) |
| Action | 5.0 | ADJOURNMENT |

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*

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

SUBJECT: Yolo County Office of Education Employee(s) of the Month Recognition	AGENDA ITEM #: 2.0
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Margie Valenzuela
<u>BACKGROUND:</u>	DATE: May 22, 2018

Margie Valenzuela, Executive Director of Human Resources will present Employee(s) of the Month certificate(s).

RECOMMENDATION/COMMENTS: For information.

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

SUBJECT: Reports	AGENDA ITEM #: 3.0
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent's Office
<u>BACKGROUND:</u>	DATE: May 22, 2018

Reports will be given as follows:

3.1 Board Member(s) / Superintendent / SAT / Committee(s)

- a. Board Members
- b. Superintendent
- c. Superintendent Advisory Team (SAT)
- d. Committees

3.2 Associations

RECOMMENDATION/COMMENTS: For information.

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

SUBJECT: Consent Agenda	AGENDA ITEM #: 4.1
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent's Office
<u>BACKGROUND:</u>	DATE: May 22, 2018

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: March 20, 2018 Regular Meeting
- b. Approval of the Minutes: April 24, 2018 Regular 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 #17-18/28:
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: March 20, 2018
DRAFT MINUTES

1.0 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on March 20, 2018 at 3:33pm in Regular session in the Conference Center located at 1280 Santa Anita Court, Suite #120, Woodland, CA. Board Members present were: Carol Souza Cole, Matt Taylor, Cirenio Rodriguez and Shelton Yip. Bill Owens was absent. Board President Cirenio Rodriguez 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, Rodriguez, Taylor. **NOES:** None. **ABSENT:** Owens.

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

2.0 YOLO COUNTY OFFICE OF EDUCATION EMPLOYEE(S) OF THE MONTH RECOGNITION: No employees were recognized this month.

3.0 REPORTS

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

a. Board Members

- Trustee Souza Cole enjoyed being a reader for Head Start's annual celebration of Dr. Seuss' birthday; she greatly enjoyed reading two different Dr. Seuss books at two different sites.
- Trustee Taylor had the opportunity to attend an excellent presentation on breaking the school-to-prison pipeline in Austin; he will be sharing resources with staff.
- Board Vice President Yip wished Superintendent Ortiz "Happy Birthday" (his birthday was the day before). He congratulated Garth Lewis on becoming the new Superintendent-Elect. He attended the California County Boards of Education (CCBE) Board of Director's retreat where trustees worked through some reorganization and review of their mission and vision statements. He took the opportunity at the conference to mention the Corazon Center, the pending charter school, as well as our Alternative Education program. Individuals participating in Friday's CCBE Masters in Governance workshop here at YCOE may wish to visit the Corazon Center while they are here. Proposals for the Fall CCBE Conference are due soon; he is hoping that YCOE will submit proposals about our programs. He reviewed 60-70 bills as part of the California School Boards Association (CSBA) Legislative Committee and will attend the Youth Empowerment

Conference on Saturday. He participated in Legislative Action Day last week where he met with legislatures and networked with other school board trustees. He thanked Tami Ethier for the information she provided on pension reform. He, along with other trustees from Solano, Napa, Mt. Diablo and Lake counties pushed hard on the issue of flat funding for county offices of education for additional responsibilities they have acquired.

- Board President Rodriguez will need to leave the meeting by 5:00pm. Also, he begins his vacation tomorrow (for a couple of weeks).
- b. Superintendent Ortiz
- Welcomed students from Cesar Chavez Community School. He echoed congratulations to Garth Lewis. He is looking forward to a smooth transition and is excited that Mr. Lewis will be taking the helm. In response to Trustee Taylor's question about the Office of Refugee Resettlement (ORR) program at Yolo County Juvenile Hall, he stated that he had only learned about Probation's recommendation to terminate the program one week ago. The item was supposed to have been presented at today's Board of Supervisors meeting; however, the meeting was cancelled.
- c. Superintendent's Advisory Team
- Garth Lewis reiterated that the team only learned of the recommendation to discontinue the ORR grant, last Wednesday. The \$3 million grant has been in operation for approximately 9 years. The Yolo county jail is one of two facilities in the country that operates a secure facility for unoccupied minors. Additional information needs to be shared with the BOS regarding recommendations for the program. YCOE may be able to remedy some of the concerns, if there was more time for the transition. The closure would impact 4 YCOE staff members and 23 county employees. Superintendent Ortiz noted that YCOE has done an excellent job on the educational aspect of the program and added that there could have been better communication with YCOE before a recommendation was made.
 - Ronda DaRosa distributed copies and reviewed the *Yolo County Board of Education Update, March 20, 2018* (copies can be found on file with the official records of this meeting). She also shared that Washington Unified and Woodland Joint Unified School Districts are featured in an article published in the current issue of News & Review discussing how they are using the Dashboard for student improvement.
 - Tami Ethier shared that the Audit Task Force had met to discuss the recent audit finding and to review the process used for data collection of English Learners. Per Mr. Lewis, the team concluded that the cause of the finding as noted by the auditor was based on an inaccurate assumption regarding the classification process. In that particular case, the information received from the district was incomplete, but there had not been a process in place to flag the student in the system for further follow up. The Task Force has established an audit team to review current year data before the June and fall audits. A random sampling will also be done prior to the audits to make sure there are no anomalies.

d. Committees

Trustee Yip shared that the Policy Committee had met to review existing superintendent's compensation policy, which they determined was current and reflects the CCBE advisory. Since then, Superintendent Ortiz announced that he did not intend to seek re-election. The Policy Committee will now meet to review the timeline for setting the salary of the incoming superintendent and will submit a recommendation to the Board in May.

3.2 Associations.

No reports.

4.0 INFORMATION/DISCUSSION/ACTION

4.1 Consent Agenda.

- a. Approval of Minutes: February 27, 2018 Regular Meeting.
- b. Temporary County Certificates

The Board took action to approve the Consent agenda.

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

- 4.2 Presentation: Youth Civic Engagement. Cesar Chavez Community School (CCCS) Principal, Gayelynn Gerhart, introduced Marco Osorio, a senior at CCCS, who proudly shared what he learned on his trip to Memphis for the national Youth Summit. Principal Gerhart also recognized Jose Hernandez from the California Endowment for his work with students in conjunction with the Brown Issues student-based organization. This organization selected Mr. Osorio to attend the Youth Summit, and has also provided other leadership opportunities for students, including Policy Boot Camp in Sacramento and the Governor's debate in Los Angeles.

- 4.3 Presentation: Cesar Chavez Community School (CCCS) Student Recognition. Principal Gerhart recognized CCCS Woodland students for their participation in a physical education project at Greengate School. The student collaboration takes place every Wednesday from 9:30am-10:30am at Greengate School. Principal Gerhart beamed with pride as she shared photos which captured the comradarie and great work the students are doing. Certificates of Participation were presented to: Cruz Rivera, Angel Macias, Chris Macias, Sergio Macias, Giovanni White, Marco Osorio and Bryce Odenweller. Principal Gerhart thanked Youth Advocate, Trino Savala (former professional boxer), who recently introduced boxing to the adaptive physical education project. She also recognized Greengate School staff members, Rosalva Wisterman and Cyndy Bauer, as well as, Susan Shelton of YoloArts, and family members who attended the recognition in support of the students (Greengate Principal, Jonelle Castiglia, was unable to attend). Superintendent Ortiz also recognized Giovanni White, for the fantastic job he did

presenting at the recent multi-cultural awareness event in Guinda. Trustee Yip thanked the students on behalf of the board.

- 4.4 Presentation: Countywide Dashboards. Ronda DaRosa reviewed information contained in the Board packet and responded to questions of the Board.
- 4.5 Resolution #17-18/20: Declaring Support of the National Child Abuse Prevention Month. Superintendent Ortiz presented this item to the Board.

The Board took action to approve Resolution #17-18/20.

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

- 4.6 Proposed 2018-18 Dan Jacobs Calendar. Garth Lewis reviewed the Dan Jacobs calendar with the Board.

The Board took action to approve the proposed calendar.

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

Board President Rodriguez left at 5:00pm

- 4.7 2017-18 Consolidated Application for Funding Categorical Aid Programs, Part II. Garth Lewis reviewed the application and responded to questions of the Board;

The Board took action to approve the 2017-18 Consolidated Application.

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

- 4.8 Yolo County Office of Education 2017-18 Second Period Interim Financial Report. Crissy Huey presented this item for information and responded to questions of the Board.

- 4.9 Yolo County Office of Education 2017-18 Second Interim Budget Revision. Crissy Huey reviewed the information contained in the packet and responded to questions of the Board.

The Board took action to approve the YCOE 2017-18 Second Interim Budget Revision.

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

- 4.10 Certificates of Participation: Statements of Board. As a follow-up from Lori Raineri's presentation last month, Tami Ethier reviewed the Certificate of Participation (COP) annual required forms. The Board is required to review the forms annually, but the superintendent can sign them on behalf of the Board of Education Financing Corporation. This information will now be included in the annual budget packet, which is presented to the Board in June. Superintendent Ortiz will sign the current year forms; no further action is required at this time.
- 4.11 Yolo County Office of Education Local Control and Accountability Plan (LCAP) Update. Gayelynn Gerhart provided updated copies of the LCAP and reviewed with the Board. LCAP updates will be presented to the Board in April and May for approval in June.
- 4.12 Head Start/Early Head Start Reports
- a. Enrollment Update
 - b. Program
 - c. Financial Status

Gail Nadal reviewed the documents contained in the Board packet and noted that she is in the process of finalizing the 5-year Head Start grant application.

- 4.13 Alternative Education Attendance Report. Garth Lewis reviewed the attendance report and responded to questions of the Board.
- 4.14 Quarterly Report of Investments for Period Ending December 2017. Crissy Huey presented this item for information and responded to questions of the Board.
- 4.15 English Language Arts Textbook and Instructional Materials Surplus. Sharon Holstege reviewed the surplus list contained in the Board packet and responded to questions of the Board.
- 4.16 Suggested Future Agenda Items. There were no additional items added to the list; remove audit finding.

5.0 ADJOURNMENT. The meeting adjourned at 6:03pm.

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

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

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: April 24, 2018
DRAFT MINUTES

1.0 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on April 24, 2018 at 3:39pm in Regular session in the Conference Center located at 1280 Santa Anita Court, Suite #120, Woodland, CA. Board Members present were: Carol Souza Cole, Bill Owens and Shelton Yip. Matt Taylor and Cirenio Rodriguez were absent. Board Vice President Shelton Yip presided. Assistant Superintendent, Garth Lewis, was also present representing Superintendent Jesse Ortiz who arrived later in the meeting. (Roll Call held).
- 1.2 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.3 Approval of Agenda. The agenda was approved as submitted.

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

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

2.0 YOLO COUNTY OFFICE OF EDUCATION EMPLOYEE(S) OF THE MONTH RECOGNITION: No employees were recognized this month.

3.0 REPORTS

- 3.1 Board Member(s)/Superintendent/SAT/Committee(s).
- a. Board Members
- Trustee Souza Cole noticed the nice google calendar on the YCOE website and requested that board meeting dates be included.
 - Trustee Owens had a successful ski tour from Chamonix in France to Zermatt in Switzerland. He was blessed with good fortune and great weather! As an example of good board governance, Trustee Owens shared how he dealt with a complaint he received from a Davis Joint Unified parent. As to not overstep bounds, he passed on the information to the Davis superintendent and a Davis school board member. He congratulated Garth Lewis on becoming the Superintendent-Elect.
 - Board Vice President Yip offered congratulations to Superintendent-Elect Garth Lewis, as well as, Dan Jacobs teacher, Morgan Lynch for being selected as teacher of the year for the Juvenile Court, Community and Alternative School Administrators of California (JCCASAC); this honor also shines light on the Yolo County Office of Education. A few weeks ago, he participated in a great event for the Yolo Empowerment Services (YES). One of the YES support staff, Estella Delatorre is one of the Excellence in Education honorees, which takes place on Monday, April 30. He requested that the Superintendent's Office send him the nominee

information, as he will be one of the presenters representing the Yolo County School Boards Association. He noted that he is on the committee for the California County Boards of Education (CCBE) fall conference, September 14-15, 2018, and requested that the Superintendent's Office register the board members and reserve hotel rooms sooner than later, as the rooms sell out fast. There were 31 applications received for workshop proposals and 12 were selected. As the California School Boards Association (CSBA) delegate, he will be reviewing another 50 bills on Friday. He shared that he can provide updates on any bills that staff are interested in, if they let him know.

- b. Superintendent
 - Assistant Superintendent, Garth Lewis stated that Superintendent Ortiz and Deputy Superintendent, Ronda DaRosa are traveling home from a California County Superintendents Educational Services Association (CCSESA) conference. Dr. Ortiz hopes to arrive in time for his report on Office of Refugee Resettlement (ORR).
- c. Superintendent's Advisory Team
 - On behalf of Ronda DaRosa, Garth Lewis distributed copies and reviewed the *Yolo County Board of Education Update, April 24, 2018* (copies can be found on file with the official records of this meeting). Mr. Lewis added that the Cesar Chavez Community School students will present a report on their trip to Los Angeles at an upcoming board meeting.
 - Tami Ethier shared that there is more talk about expanding the base grant in Local Control Funding Formula. Revenues were strong in March and strong receipts in corporate taxes are expected in April just before the May revision.
- d. Committees
 - The Facilities Committee members (Trustees Owens and Souza Cole) will be scheduling a facilities meeting. The Executive Committee members (Board President Rodriguez and Board Vice President Yip) will present information regarding superintendent compensation in May. The Policy Committee members (Board Vice President Yip and Trustee Taylor) will begin reviewing the remaining board bylaws requiring updates.

3.2 Associations. No reports.

4.0 INFORMATION/DISCUSSION/ACTION

4.1 Consent Agenda.

- a. Approval of Minutes: March 20, 2018 Regular Meeting.
- b. Temporary County Certificates

Board Vice President Yip requested that minutes from the March 20, 2018 Regular meeting be moved to the Consent agenda of the May 22, 2018 meeting due to the fact that only two of the three Board members present at today's meeting were at the March 20, 2018 Regular meeting. Board President Yip also requested the a correction in the minutes on page 1, third paragraph of Board member reports ...

Board Vice President Yip attended the California County Boards of Education (CCBE) Board of Director's retreat (not California School Boards Association (CSBA) as stated).

The Board took action to approve the Temporary County Certificates.

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

- 4.2 Presentation: Yolo County Office of Education Facility Update. Matt Juchniewicz provided an update on facilities master plan and responded to questions of the Board. He also provided a sample board resolution in support of accelerating the distribution of Proposition 51 School Facilities Funds. Trustee Souza Cole requested that the board adopt a resolution at the May 22, 2018 Regular meeting in support of Proposition 51 (it was noted that paragraph 9 on page 1 of the resolution should be corrected to \$8 million; not \$8 billion). Trustee Owens requested that a copy of the PowerPoint on YCOE Facilities, which was presented at the February 27, 2018 Regular meeting, be posted online along with the February board packet referencing the YCOE Facility Update item. Tami Ethier commended Mr. Juchniewicz for stepping into the role of Chair of the Facilities Subcommittee of the Business Advisory Steering Committee (BASC) of the California County Superintendents Educational Services Association (CCSESA).

- 4.3 Resolution #17-18/24: California Day of the Teacher, May 9 2018. Assistant Superintendent Garth Lewis presented this item to the Board.

The Board took action to approve Resolution #17-18/24.

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

- 4.4 Resolution #17-18/25: Classified School Employee Week, May 20-26, 2018. Associate Superintendent Garth Lewis presented this item to the Board.

The Board took action to approve Resolution #17-18/25.

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

- 4.5 2017-2019 Local Control and Accountability Plan (LCAP). Garth Lewis introduced this item for information and stated that he will be discussing the annual update and the new LCAP with the Board in May and June. Cesar Chavez Community School Principal, Gaylynn Gerhart reviewed the first draft of the annual update and responded to questions of the Board.

- 4.6 Review Cesar Chavez Community School Calendars. Garth Lewis reviewed the 2018-19 Cesar Chavez Community School calendars which are based upon the

school district calendars.

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

Gail Nadal reviewed the documents contained in the Board packet and responded to questions of the Board.

- 4.8 Alternative Education Attendance Report. Garth Lewis reviewed the attendance report and responded to questions of the Board.

- 4.9 First Reading of New Board Policies – Series 6000 (Instruction)
 - a. BP/SP 6112 School Day
 - b. BP/SP 6113 Interruptions
 - c. BP/SP 6141 Curriculum Development and Evaluation
 - d. BP/SP 6141.2 Recognition of Religious Beliefs and Customs
 - e. BP/SP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
 - f. BP/SP 6142.2 World/Foreign Language Instruction

Garth Lewis presented this item for information on behalf of Deputy Superintendent Ronda DaRosa. Trustee Souza Cole stated that Napa and Placer County Offices of Education do not have policy 6141 (Curriculum Development and Evaluation); however, they do have policy 6161.1 (Selection and Evaluation of Instructional Materials), which seemed to contain current language in regards to the selection of instructional materials; whereas 6141 seemed to contain outdated language. Mr. Lewis will bring policy 6141 forward for review at the May 22, 2018 Regular meeting. Trustee Souza Cole requested that the title of policy 6142.2 World/Foreign Language Instruction be changed to World Language Instruction.

Superintendent Ortiz arrived at 5:20pm

- 4.10 Office of Refugee Resettlement (ORR) Program Update. Superintendent Ortiz provided an update of the ORR Program and responded to questions of the Board. Additional updates will be brought to the Board at the May 22, 2018 Regular meeting agenda. Superintendent Ortiz recommended that the Board take a tour of the program in June or July.

- 4.11 Suggested Future Agenda Items. There were no additional items added to the list.

5.0 ADJOURNMENT. The meeting adjourned at 5:48pm.

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

Garth Lewis, Assistant Superintendent, (acting on behalf
of Dr. Jesse Ortiz, Yolo County Superintendent of
Schools and Secretary to the Yolo County Board of
Education)

/yc

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

April 2018

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Kaleb Knoblauch	30 Days Sub Permit

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate
William Murphy	CTE; Ag & Natural Resources; Manufacturing & Product Development, Building & Construction

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Farhan Kakar	30 Day Sub Permit
Amber Lee	Multiple Subject

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Natalia Cortes	30 Day Sub Permit
Andy Fan	30 Day Sub Permit
Nanci DiFrancia-Townsend	Multiple Subject

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate

Total TCC's for the Month of April 2018: 7



**YOLO COUNTY BOARD OF EDUCATION
RESOLUTION # 17-18/09**

(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, Trustee 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. Trustee Rodriguez's absence from the April 24, 2018, meeting is due to a hardship that this Board deems acceptable within the meaning of Education Code Section 1090(d).

PASSED AND ADOPTED this 22nd day of May of 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

Shelton Yip, Vice President
Yolo County Board of Education

ATTEST:

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

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Presentation: Yolo Special Education Local Plan Area's Community Advisory Committee Award	AGENDA ITEM #: 4.2
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Carolynne Beno
<u>BACKGROUND:</u>	DATE: May 22, 2018

On behalf of the Yolo Special Education Local Plan Area's Community Advisory Committee (Yolo SELPA CAC), Carolynne Beno, Assistant Superintendent of SELPA, will present a Yolo SELPA CAC award to Marijke Devos. Ms. Devos works as an itinerant Vision Specialist for the Yolo County Office of Education. The Yolo SELPA CAC awards event took place on Monday, May 7, 2018; however, Ms. Devos was unable to attend due to the birth of her grandson. Ms. Devos was nominated for a Yolo SELPA CAC award by Jonelle Castiglia, Greengate's principal, and also by one of her students Finley Lindberg. Jonelle and Finley will be attending the Board meeting to say a few words of appreciation.

RECOMMENDATION/COMMENTS: For information.

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Presentation: Cesar Chavez Community School Student Leadership Opportunity	AGENDA ITEM #: 4.3
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Gayelynn Gerhart
BACKGROUND:	DATE: May 22, 2018

Students from Cesar Chavez will report on their Leadership Opportunity trip to Los Angeles, California with visits to Homeboy Industries, UCLA and The Museum of Tolerance. This opportunity was in partnership with The California Endowment.

RECOMMENDATION/COMMENTS: For information.

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Resolution #17-18/29: In Support of Accelerating the Distribution of Proposition 51 School Facilities Funds	AGENDA ITEM #: 4.4
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input checked="" type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Jesse Ortiz/Board Trustees
	DATE: May 22, 2018

BACKGROUND:

The Board will review the resolution in support of accelerating the distribution of Proposition 51 School Facilities Funds as discussed during the facilities presentation at the April 24, 2018 Regular meeting.

RECOMMENDATION/COMMENTS: The Board will be asked to adopt the Resolution.



**Yolo County Board of Education
Yolo County Superintendent of Schools**

**Resolution #17-18/29:
Resolution in Support of Accelerating the Distribution
of Proposition 51 School Facilities Funds**

WHEREAS, Article IX Section 5 of the California Constitution finds public education is a State responsibility; and

WHEREAS, Article 1 Section 28 of the California Constitution states that public schools shall be safe, secure and peaceful; and

WHEREAS, county offices of education are a critical part of the education infrastructure, serving a diverse population of students that typically require specialized facilities, smaller classes, and support services; and

WHEREAS, the voters of the State of California have, since 1982, consistently approved statewide school construction and modernization bond measures to provide resources through programs contained in the Lease-Purchase Program and School Facility Program, Title 1, Division 1, Part 10, Chapters 12 and 12.5 of the Education Code; and

WHEREAS, on November 8, 2016, voters of California passed Proposition 51 that authorized the State of California to sell \$9 billion worth of statewide school facilities bonds; and

WHEREAS, county offices of education do not have the authority to issue local bonds and often lack local resources for facilities projects; and

WHEREAS, the State of California has played a critical role in helping county offices of education meet their facility needs, providing county offices of education with over \$1 billion in funds since 1998 under Division 1, Part 10, Chapter 12.5 of the Education Code; and

WHEREAS, by December 5, 2017, there was a more than \$3.2 billion backlog in project applications filed by school districts and county offices of education seeking state bond funds; and

WHEREAS, the Yolo County Office of Education has \$8 million in facilities needs which may be partially funded by State bonds; and

WHEREAS, school districts in Yolo County have submitted applications worth at least \$698,675 in state grant funds; and

WHEREAS, it has been more than one year since voters approved \$7 billion for K-12 state school bonds in Proposition 51, and only approximately \$600 million of K-12 Proposition 51 funds will be sold in 2017-18; and

WHEREAS, only \$640 million in school bonds funds are proposed to be sold in FY 2018-19;
and

WHEREAS, this current pace of school bond sales does not meet the \$3.2 billion backlog of applications submitted by school districts and county offices of education across the state; and

WHEREAS, an average of more than 90% of previous statewide school bond funds were committed within four (4) years of the measure's passage; and

WHEREAS, at the current pace of state school bond sales, it will be almost a decade before 90% of Proposition 51 K-12 funds will be committed; and

WHEREAS, school districts and county offices of education face rising construction cost inflation the longer the state delays bond sales to fund the submitted applications backlog, resulting in fewer students having access to new and renovated classrooms from Proposition 51;
and

WHEREAS, Proposition 98 and the new Local Control Funding Formula are intended to improve educational achievement for all students but do not provide dedicated facilities funding;
and

WHEREAS, research demonstrates that quality school facilities have a positive impact on student academic performance, attendance and teacher job satisfaction; and

WHEREAS, the Coalition for Adequate School Housing proposes, and the County School Facilities Consortium supports, \$3.0 billion in Proposition 51 bond sales in FY 2018-19 to fund most of the \$3.2 billion application backlog as of December 2017, so that school districts and county offices of education receive the resources voters promised to adequately serve students, families and their communities;

NOW, THEREFORE, BE IT RESOLVED that the Yolo County Board of Education and the Yolo County Superintendent of Schools call on the State of California to process and apportion \$3.0 billion in School Facility Program application backlog by December 31, 2018, and to sell \$3.0 billion in Proposition 51 state school bonds during 2018-19 to honor the will of California voters.

PASSED AND ADOPTED by the Yolo County Board of Education at a meeting held on May 22, 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Cirenio Rodriguez, President
Yolo County Board of Education

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

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Resolution #17-18/30: In Support of National Foster Care Month	AGENDA ITEM #: 4.5
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input checked="" type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent's Office
	DATE: May 22, 2018

BACKGROUND:

A resolution in support of National Foster Care Month will be presented on behalf of the Board and Superintendent.

RECOMMENDATION/COMMENTS: The Board is being asked to take action on Resolution #17-18/30: In Support of National Foster Care Month.



**Yolo County Board of Education
Yolo County Superintendent of Schools**

**Resolution #17-18/30
In Support of National Foster Care Month**

WHEREAS, the youth of Yolo County are our most precious resource and hope for the future, all children deserve a safe, loving and nurturing place to call home; and

WHEREAS, Resource Families (including foster, adoptive and kinship families) are the unsung heroes that serve as the primary source of love, protection, and support to the abused and neglected children of Yolo County; and

WHEREAS, Resource Families who open their hearts and homes to children whose families are in crisis play a vital role in helping children and families heal and reconnect thereby launching young people into successful adulthood; and

WHEREAS, a child's success is best supported in a system that is family-focused, child-centered, and community-based; and

WHEREAS, there are over 370 children and youth in the foster care system in Yolo County; and

WHEREAS, Resource Families provide Yolo's children with the opportunity to be part of a caring family; and

WHEREAS, this year the theme for National Foster Care Month is "Empowering Caregivers, Strengthening Families" recognizing we all play a part in enhancing the lives of children and youth in foster care; and

WHEREAS, National Foster Care Month provides an opportunity to recognize and appreciate the relatives, Non-Relative Extended Family Members, Resource Families, community members, and social workers who support children and youth in foster care; and to continue our efforts in ensuring the futures of children and youth in foster care remain bright; and

WHEREAS, much remains to be done to ensure that all children have a safe, loving, nurturing, and permanent family, regardless of age or special needs;

NOW, THEREFORE, BE IT RESOLVED that the Yolo County Board of Education and the Yolo County Superintendent of Schools hereby declare support of the month of May 2018 as National Foster Care Month and encourages all in Yolo County to honor the commitment and dedication of the individuals who work tirelessly to provide assistance, education and services to children in the foster care system.

PASSED AND ADOPTED by the Yolo County Board of Education on May 22, 2018.

AYES:

NOES:

ABSENT:

ABSTAIN:

Cirenio Rodriguez, President
Yolo County Board of Education

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

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

SUBJECT: Resolution #17-18/31: Ordering Board of Education Member Regular Election and Requesting the Boards of Supervisors of the Counties of Yolo, Solano and Sutter to Consolidate Elections with Regular Election Held on November 6, 2018	AGENDA ITEM #: 4.6
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input checked="" type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: <div style="text-align: center;">Superintendent Ortiz</div>
<u>BACKGROUND:</u>	DATE: May 22, 2018

Per attached Ed. Code §§ 5340 and 5342, the County Superintendent of Schools is required to notify, in writing, the school district governing boards when a consolidated election is required to be held. Elections will be held in the Davis JUSD, Esparto USD, Washington USD, Winters JUSD and Woodland JUSD and the Superintendents have been notified in writing.

The Yolo County Board of Education has three seats up this year:

Trustee Area #1: Matt Taylor
 Trustee Area #2: Bill Owens
 Trustee Area #5: Carol Souza Cole

One step in the election process is for the Board to adopt a resolution with all the election particulars.

RECOMMENDATION/COMMENTS: The Board may take action today at their regular meeting or at the June 12, 2018 special meeting to adopt Resolution #17-18/31.

California Education Code Sections

5340. School district governing board or community college district governing board member elections for two or more districts of any type to be held in the same district or area on the same day shall be consolidated so that a person entitled to vote in both or all of such elections may do so at the same time and place and using the same ballot.

When a consolidated election is required by this section to be held, the basic unit for conducting the election shall be the elementary district. The county superintendent of schools having jurisdiction shall notify the governing boards of all school and community college districts in writing at least 130 days prior to the date of the election that a consolidated election is required to be held.

(Amended by Stats. 1982, Ch. 428, Sec. 12.)

5342. Whenever any school district election or community college district election is scheduled to be held on the same day, in the same territory, or in territory that is in part the same, as an election or elections called to be held by any other district, city, county, or other political subdivision, the district election may be either completely or partially consolidated with the election or elections pursuant to Part 3 (commencing with Section 10400) of Division 10 of the Elections Code.

The consolidation may be effected by the officer conducting the election upon receipt of resolutions from two or more political subdivisions whose boundaries are totally or partially the same territory calling elections to be held on the same day if the resolutions are delivered to the officer conducting the election at least 88 days prior to the date of the election.

(Amended by Stats. 1994, Ch. 923, Sec. 15. Effective January 1, 1995.)

NOTICE OF CONSOLIDATED ELECTION

To the YOLO COUNTY BOARD OF EDUCATION of the Counties of Yolo, Solano, and Sutter, State of California.

You are hereby notified that Section 5000 of the Education Code requires district governing board member elections be held within your district boundaries on November 6, 2018 for the following:

Three (3) Vacancies: One in Trustee Area #1, one in Trustee Area #2, and one in Trustee Area #5 of the Yolo County Board of Education (By Trustee Area).

Three (3) Vacancies: In the Davis Joint Unified School District (At Large).
Regular Term (Four Year)

Three (3) Vacancies: One in Trustee Area #3, one in Trustee Area #4, and one in Trustee Area #5 of the Esparto Unified School District.

Two (2) Vacancies: In the Washington Unified School District (At Large).

Three (3) Vacancies: One in Trustee Area #2, one in Trustee Area #3, and one in Trustee Area #4 of the Winters Joint Unified School District

Five (5) Vacancies: One in Trustee Area #1, one in Trustee Area #2, one in Trustee Area #5, one in Trustee Area #6, and one in Trustee Area #7 of the Woodland Joint Unified School District.

You are hereby further notified that when elections are to be held in the same district or area on the same day they are to be consolidated so that a person entitled to vote in any or all of such elections may do so at the same time and place and by using the same ballot.

Dated: May 17, 2018



Jesse Ortiz, Ed.D.

Yolo County Superintendent of Schools

Yolo County Board of Education

Resolution #17-18/31

Ordering Board of Education Member Regular Election
and Requesting the Boards of Supervisors of the Counties of Yolo, Solano and Sutter to Consolidate
Elections with Regular Election Held on November 6, 2018

WHEREAS, a regular biennial election for members of the Yolo County Board of Education (“Board of Education”) is to be held on November 6, 2018; and

WHEREAS, it is desirable that the Board of Education regular elections and special election be consolidated with the regular election to be held on the same date, and that within the Yolo County Board of Education the precincts, polling places, and election officers of the two elections be the same, that the County Clerks of the Counties of Yolo, Solano and Sutter canvass the returns of the Board of Education elections, and that the Board of Education elections be held in all respects as if there were only one election.

NOW, THEREFORE, IT IS HEREBY RESOLVED, ORDERED AND FOUND BY THE YOLO COUNTY BOARD OF EDUCATION AS FOLLOWS:

1. Pursuant to Education Code Sections 1007, 5304 and 5320 et seq., an election is hereby ordered to be held on November 6, 2018, to fill the offices of the Board of Education members whose terms expire this year and to fill a vacancy that would require a special election pursuant to Education Code Section 5093(b).
2. The County Clerks or Registrar of Voters of Yolo, Solano and Sutter Counties are hereby requested to conduct the foregoing elections and provide all related election services.
3. If there is a tie vote that makes it impossible to determine which of two or more candidates has been elected, the winner or winners shall be determined by lot.
4. The candidates, including incumbents, will pay the costs of publishing the candidate’s statement included with the sample ballot, which statement shall not exceed 200 words.
5. Pursuant to Elections Code Sections 10400 et seq., the Board of Supervisors of the Counties of Yolo, Solano and Sutter (“Board of Supervisors”) are hereby requested to consent and agree to the consolidation of the regular election of Board of Education members with the regular election to be on Tuesday, November 8, 2016, that only one form of ballot be used, and that the elections be held in all respects as one election.
6. The County Clerks are hereby authorized to canvass the returns of the Board of Education elections.
7. The Board of Supervisors are hereby requested to issue instructions to their respective County Clerks or Registrar of Voters to take any and all steps necessary for the holding of the consolidated elections.
8. The Yolo County Board of Education hereby agrees to reimburse the Counties of Yolo, Solano and Sutter for the costs of such election.
9. The Clerk of this Board of Education is hereby directed to file certified copies of this Resolution with the Board of Supervisors of Yolo, Solano and Sutter Counties and with their respective County Clerks or Registrar of Voters.

PASSED AND ADOPTED by the Yolo County Board of Education, County of Yolo, State of California, this 22nd day of May 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Cirenio Rodriguez, President
Yolo County Board of Education

ATTEST:

Jesse Ortiz, Ed.D
County Superintendent of Schools
Clerk, Yolo County Board of Education

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: First Reading of New BP/SP 6161.1 Selection and Evaluation of Instructional Materials	AGENDA ITEM #: 4.7
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Ronda DaRosa
<u>BACKGROUND:</u>	DATE: May 22, 2018

As requested by Trustee Souza-Cole the Board Policy 6161.1 Selection and Evaluation of Instructional Materials is being presented as information. The board will be asked to adopt this policy at the June 26, 2018 Regular meeting.

RECOMMENDATION/COMMENTS: For information. The Board will be asked to adopt the above policies at the June 26, 2018 Regular meeting.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

The Yolo County Governing Board desires that the Yolo County Office of Education's instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diversity, and enhance the use of multiple teaching strategies and technologies. The County Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the County Office curriculum to ensure that they effectively support the County Office adopted courses of study.

(cf. 0440 - District Technology Plan)
(cf. 6000 - Concepts and Roles)
(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6162.5 - Student Assessment)
(cf. 6163.1 - Library Media Centers)

The County Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8. (Education Code 60200, 60210)

The County Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and administrative regulation. (Education Code 60400)

The County Board's priority in the selection of instructional materials is to ensure that all students are provided with standards-aligned instructional materials in the core curriculum areas of English/language arts, mathematics, science, and history-social science.

The County Office provides alternative curriculum aligned to the core curriculum for those students with significant disabilities.

The County Office programs served on district campuses will utilize the instructional materials adopted by the respective school district.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Review Process

The Yolo County Superintendent of Schools or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the County Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.

(cf. 1220 - Citizen Advisory Committees)

The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.

If the County Office chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the County Superintendent or designee shall ensure that a majority of the participants in the County Office's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the County Board with documentation supporting its recommendations.

All recommended instructional materials shall be available for public inspection at the County Office office.

(cf. 5020 - Parent Rights and Responsibilities)

The County Office may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the County Office's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the County Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

The County Board shall annually conduct one or more public hearings on the sufficiency of the County Office's textbooks and other instructional materials. (Education Code 60119)

The hearing shall be held on or before the end of the eighth week from the first day of the school year of any County Office school/program that operates education proon multiple calendar that begins its school year in August or September. (Education Code 60119)

The County Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the County Superintendent or designee shall post a notice in three public places within the County Office containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

At the hearing(s), the County Board shall determine, through a resolution, whether each student in each school/program, including each English learner, has sufficient textbooks or instructional materials which are aligned to the state content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 60605.8 and which are consistent with the content and cycles of the state's curriculum frameworks. Sufficiency of instructional materials shall be determined in each of the following subjects: (Education Code 60119)

1. Mathematics

(cf. 6142.92 - Mathematics Instruction)

2. Science

(cf. 6142.93 - Science Instruction)

3. History-social science

(cf. 6142.94 - History-Social Science Instruction)

4. English language arts, including the English language development component of an adopted program

(cf. 6142.91 - English/Language Arts Instruction)

(cf. 6174 - Education for English Learners)

5. Foreign language

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

(cf. 6142.2 - World/Foreign Language Instruction)

6. Health

(cf. 6142.8 - Comprehensive Health Education)

The County Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the County Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the County Office and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

The County Board shall also make a determination that all students within the County Office school/program who are enrolled in the same course have "identical" standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3 and 60119. (Education Code 1240.3, 42605)

However, the County Office may purchase the newest adopted instructional materials for students in schools/programs ranked in deciles 1-3 of the base Academic Performance Index in any one of the past three school years without necessarily purchasing these materials for use in other County Office schools/programs. (Education Code 1240.3)

If the County Board determines that there are insufficient textbooks or instructional materials, it shall provide information to classroom teachers and to the public setting forth, for each school/programs in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The County Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Complaints

Complaints concerning instructional materials shall be handled in accordance with law, Board policy, and administrative regulation.

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

1240.3 Definition of sufficiency for categorical flexibility

33050-33053 General waiver authority

33126 School accountability report card

35272 Education and athletic materials

42605 Tier 3 categorical flexibility

44805 Enforcement of course of studies; use of textbooks, rules and regulations

49415 Maximum textbook weight

51501 Nondiscriminatory subject matter

60000-60005 Instructional materials, legislative intent

60010 Definitions

60040-60052 Instructional requirements and materials

60060-60062 Requirements for publishers and manufacturers

60070-60076 Prohibited acts (re instructional materials)

60110-60115 Instructional materials on alcohol and drug education

60119 Public hearing on sufficiency of materials

60200-60210 Elementary school materials

60226 Requirements for publishers and manufacturers

60350-60352 Core reading program instructional materials

60400-60411 High school textbooks

60510-60511 Donation for sale of obsolete instructional materials

60605 State content standards

60605.8 Common Core Standards

60605.86-60605.88 Supplemental instructional materials aligned with Common Core Standards

CODE OF REGULATIONS, TITLE 5

9505-9530 Instructional materials

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

01-05 Guidelines for Piloting Textbooks and Instructional Materials, September 2001

Standards for Evaluating Instructional Materials for Social Content, 2000

WEB SITES

CSBA: <http://www.csba.org>

SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core Standards:
<http://www.scoe.net/castandards>

California Department of Education: <http://www.cde.ca.gov>

DRAFT

Policy
approved:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Second Reading of New Board Policies – Series 6000 (Instruction): a. BP/SP 6112 School Day b. BP/SP 6113 Interruptions c. BP/SP 6141 Curriculum Development and Evaluation d. BP/SP 6141.2 Recognition of Religious Beliefs and Customs e. BP/SP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction f. BP/SP 6142.2 World Language Instruction	AGENDA ITEM #: 4.8
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input checked="" type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Ronda DaRosa
<u>BACKGROUND:</u>	DATE: May 22, 2018

The Deputy Superintendent is undergoing review of the Series 6000 (Instruction) policies. At this time, six policies within this grouping are being presented for information. The Board will be asked to adopt the policies at the May 22, 2018 Regular meeting. Another grouping within the Series (Instruction) 6000 will be forthcoming.

The Administrative Regulations and Superintendent’s Policies do not require Board approval; however, they are being presented as information.

RECOMMENDATION/COMMENTS: That the Board take action to adopt the above policies.

SCHOOL DAY

The Yolo County Governing Board shall fix the length of the school day subject to the provisions of law. (Education Code 46100)

(cf. 6111 - School Calendar)

The length of the school day shall apply equally to students with disabilities unless otherwise specified in the student's individualized education program or Section 504 plan.

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

The schedule for elementary schools shall include at least one daily period of recess of at least 20 minutes in length in order to provide students with unstructured but supervised opportunities for physical activity.

(cf. 5030 - Student Wellness)

(cf. 6142.7 - Physical Education and Activity)

In establishing the daily instructional schedule for each secondary school, the Yolo County Superintendent of Schools or designee shall give consideration to course requirements and curricular demands, availability of school facilities, and applicable legal requirements.

The County Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

Prior to implementing a block schedule program in which secondary students attend class for fewer school days, the County Board shall consult with the certificated and classified employees of the school in a good faith effort to reach agreement and shall also consult with parents/guardians of the students who would be affected by the change and the community at large. Such consultation shall include at least one public hearing for which the County Board has given adequate notice to the employees and to the parents/guardians of affected students. (Education Code 46162)

(cf. 9320 - Meetings and Notices)

Legal Reference:
EDUCATION CODE

SCHOOL DAY (continued)

- 8970-8974 Early primary program, including extended-day kindergarten
- 37202 Equal time in all schools
- 37670 Year-round schools
- 46010 Total days of attendance
- 46100 Length of school day
- 46110-46119 Kindergarten and elementary schools, day of attendance
- 46140-46147 Junior high school and high school, day of attendance
- 46160-46162 Alternative schedule - junior high and high school
- 46170 Continuation schools, minimum day
- 46180 Opportunity schools, minimum day
- 46190-46192 Adult education classes, day of attendance
- 46200-46206 Minimum instructional time
- 48200 Compulsory attendance for minimum school day
- 48663 Community day school, minimum school day
- 48800-48802 Concurrent enrollment in community college
- 51222 Physical education, instructional minutes
- 51760-51769.5 Work experience education
- 52325 Regional occupational center, minimum day

Management Resources:

NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS

Recess for Elementary School Students, 2006

STATE BOARD OF EDUCATION POLICY STATEMENTS

99-03 Physical Education (PE) Requirements for Block Schedules, July 2006

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Extending Learning Time for Disadvantaged Students, August 1995

WEST ED PUBLICATIONS

Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

National Association for Sport and Physical Education: <http://www.aahperd.org/naspe>

State Board of Education: <http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>

U.S. Department of Education: <http://www.ed.gov>

WestEd: <http://www.wested.org>

Policy

Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, California

Instruction

SCHOOL DAY

AR 6112(a)

Kindergarten/Transitional Kindergarten

Kindergarten and transitional kindergarten (TK) classes in the Yolo County Office of Education schools may be maintained for different lengths of time, either at the same or different school sites. (Education Code 37202)

Except as otherwise permitted by law, the average school day established for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions, but no longer than four hours, excluding recesses. (Education Code 46111, 46114, 46115, 46117)

Recess may be counted as instructional minutes for purposes of determining the maximum school day if it occurs under teacher supervision.

In any multitrack year-round school operating pursuant to Education Code 37670, the kindergarten school day may be up to 265 minutes, excluding recesses. (Education Code 46111)

(cf. 6117 - Year-Round Schedules)

In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met: (Education Code 8973)

1. The Yolo County Superintendent of Schools has declared that the extended-day kindergarten program does not exceed the length of the primary school day.
2. The extended-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential, and developmentally appropriate educational program.

The County Superintendent or designee shall annually report to the California Department of Education as to whether the County Office kindergarten and TK programs are offered full day, part day, or both. (Education Code 48003)

Grades 1-8

Except as otherwise provided by law, the school day for elementary and middle school students shall be:

SCHOOL DAY (continued)

1. At least 230 minutes for students in grades 1-3, unless the Yolo County Governing Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)
2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

In determining the number of minutes for purposes of compliance with the minimum school day for students in grades 1-8, both noon intermissions and recesses shall be excluded. (Education Code 46115)

Grades 9-12

The school day for students in grades 9-12 shall be at least 240 minutes. (Education Code 46141, 46142)

However, the school day may be less than 240 minutes when authorized by law. Programs that have a minimum school day of 180 minutes include, but are not necessarily limited to:

1. Continuation high school or classes (Education Code 46141, 46170)
2. Opportunity school or classes (Education Code 46141, 46180)
3. Regional occupational center (Education Code 46141, 52325)

(cf. 6178.2 - Regional Occupational Center/Program)

4. Work experience education program approved pursuant to Education Code 51760-51769.5 (Education Code 46141, 46144)

A student in grade 12 who is enrolled in work experience education and is in his/her last semester or quarter before graduation may be permitted to attend school for less than 180 minutes per school day if he/she would complete all requirements for graduation, except physical education courses, in less than 180 minutes each day. (Education Code 46147)

(cf. 6178.1 - Work-Based Learning)

5. Concurrent enrollment in a community college pursuant to Education Code 48800-48802 or, for students in grades 11-12, part-time enrollment in classes of the California State University or University of California, provided academic credit will be awarded upon satisfactory

SCHOOL DAY (continued)

completion of enrolled courses (Education Code 46146)

(cf. 6172.1 - Concurrent Enrollment in College Classes)

6. An early college high school or middle college high school, provided the students are enrolled in community college or college classes in accordance with item #5 above (Education Code 46141, 46146.5)

7. Special day or Saturday vocational training program conducted under a federally approved plan for career technical education (Education Code 46141, 46144)

(cf. 6178 - Career Technical Education)

8. Adult education classes (Education Code 46190)

(cf. 6200 - Adult Education)

For an evening high school operated pursuant to Education Code 51720-51724, the number of days, specific days of the week, and number of hours during which the program shall be in session may be determined by the County Board. (Education Code 46141, 51721)

Students in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses each quarter. This requirement shall not apply to students enrolled in regional occupational centers or programs, courses at accredited postsecondary institutions, independent study, special education programs in which the student's individualized education program establishes a different number of courses, continuation education classes, work experience education programs, or any other course of study authorized by the Board that is equivalent to the approved high school course of study. (Education Code 46145)

(cf. 6158 - Independent Study)

(cf. 6159 - Individualized Education Program)

Alternative Block Schedule for Secondary Schools

In order to establish a block or other alternative schedule or to accommodate career technical education and regional occupational center/program courses, the County Office may authorize students to attend fewer than the total number of days in which school is in session provided that students attend classes for at least 1,200 minutes during any five school day period or 2,400 minutes during any 10 school day period. (Education Code 46160)

An early college high school or middle college high school may be scheduled so that students

SCHOOL DAY (continued)

attend classes for at least 900 minutes during any five-school day period or 1,800 minutes during any 10-school day period. (Education Code 46160)

DRAFT

Policy
Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, California

INTERRUPTIONS

The Yolo County Office of Education and recognize that class time should be dedicated to student learning. The County Office believes that classroom interruptions which are not related to the educational program should be kept at an absolute minimum. Every attempt shall be made to avoid staff or student activities that conflict with the instructional period.

Programs operated at district sites shall follow the school site visitation sign-in procedures. Program directors shall notify parents/guardians in writing annually of the program visitation policy and procedures.

Classroom maintenance operations involving noise or classroom disruption shall be performed before or after school hours whenever possible.

Legal Reference:

EDUCATION CODE

32212 *Classroom interruptions*

DRAFT

Policy
adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

CURRICULUM DEVELOPMENT AND EVALUATION

The Yolo County Office of Education and the Yolo County Board of Education desire to provide a research-based, sequential curriculum which promotes high levels of student achievement and emphasizes the development of basic skills, problem solving, and decision making. Upon recommendation of the Yolo County Superintendent of Schools, the County Office shall adopt a written curriculum which describes, for each subject area and grade level, the content objectives which are to be taught in all County Office schools/programs.

The County Office's curriculum shall be aligned with the County Board and County Superintendent vision and goals for student learning, County Office policies, academic content standards, state curriculum frameworks, state and County Office assessments, graduation requirements, school/program improvement plans, and, when necessary, related legal requirements.

The County Superintendent or designee shall establish a process for curriculum development, selection, and/or adaptation which utilizes the professional expertise of teachers, site administrators, and County Office administrators representing various grade levels, disciplines, special programs, and categories of students as appropriate. The process also may provide opportunities for input from students, parents/guardians, representatives of local businesses, local school districts, postsecondary institutions, and other community members.

The selection and evaluation of instructional materials shall be coordinated with the curriculum development and evaluation process.

When presenting a recommended curriculum for adoption, the County Superintendent or designee shall provide research, data, or other evidence demonstrating the proven effectiveness of the proposed curriculum. He/she also shall present information about the resources that would be necessary to successfully implement the curriculum and describe any modifications or supplementary services that would be needed to make the curriculum accessible to all students.

The County Office shall establish a review cycle for regularly evaluating the YCOE curriculum in order to ensure continued alignment with state and County Office goals for student achievement. At a minimum, these reviews shall be conducted whenever the State Board of Education adopts new or revised content standards or the curriculum framework for a particular subject or when new law requires a change or addition to the curriculum.

The County Superintendent or designee shall keep the County Board informed about student interest and achievement in each area of the curriculum. The County Superintendent or designee also shall facilitate the County Board's efforts to discuss its findings with staff and students before adopting curriculums.

CURRICULUM DEVELOPMENT AND EVALUATION (continued)

Legal Reference:

EDUCATION CODE

221.5 Equal opportunity
35160 Authority of governing boards
35160.1 Broad authority of school districts
51050-51057 Enforcement of courses of study
51200-51263 Required courses of study
51500-51540 Prohibited instruction
51720-51879.9 Authorized classes and courses of instruction
60000-60424 Instructional materials

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

4000-4091 School improvement programs
4320 Programs for English Language Learner
4400-4426 Improvement of elementary and secondary education

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Curriculum, 1996

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Content Standards for California Public Schools: Kindergarten Through Grade 12

Curriculum Frameworks for California Public Schools: Kindergarten Through Grade 12

WEB SITES

CSBA: <http://www.csba.org>

Association for Supervision and Curriculum Development: <http://www.ascd.org>

Association of California School Administrators: <http://www.acsa.org>

California Association for Supervision and Curriculum Development: <http://www.cascd.org>

California Department of Education, Curriculum and Instruction: <http://www.cde.ca.gov/ci>

RECOGNITION OF RELIGIOUS BELIEFS AND CUSTOMS

The Yolo County Office of Education and the Yolo County Board of Education recognize that students' education would be incomplete without an understanding of the role of religion in society. As appropriate for a particular course, teachers may objectively discuss the influences of various religions, using religious works and symbols to illustrate their relationship with culture, literature or the arts. The County Office expects that such instruction will identify principles common to all religions and foster respect for the diversity of religions and customs in the world.

(cf. 6143 - Courses of Study)

In order to respect each student's individual right to freedom of religious practice, religious indoctrination is clearly forbidden in the public schools. Instruction about religion shall not promote or denigrate the beliefs or customs of any particular religion or sect, nor should a preference be shown for one religious viewpoint over another. Staff members shall be highly sensitive to their obligation not to interfere with the religious development of any student in whatever tradition the student embraces.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1330 - Use of School Facilities)

(cf. 1325 - Advertising and Promotion)

(cf. 5113 - Absences and Excuses)

(cf. 6145.5 - Student Organizations and Equal Access)

Staff shall not endorse, encourage or solicit religious or anti-religious expression or activities among students during class time. As part of their official duties, staff shall not lead students in prayer or other religious activities. However, staff shall not prohibit or discourage any student from praying or otherwise expressing his/her religious belief as long as this does not disrupt the classroom.

(cf. 5127 - Graduation Ceremony and Activities)

Students may express their beliefs about religion in their homework, artwork and other class work if the expression is germane to the assignment. Such work shall be judged by ordinary academic standards.

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 6144 - Controversial Issues)

(cf. 6154 - Homework/Make-up Work)

While teaching about religious holidays is a permissible part of the educational program, celebrating religious holidays is not allowed in the public schools. School-sponsored programs shall not be, nor have the effect of being, religiously oriented or a religious celebration. School and classroom decorations may express seasonal themes that are not religious in nature.

RECOGNITION OF RELIGIOUS BELIEFS AND CUSTOMS (continued)

Music, art, literature or drama programs having religious themes are permitted as part of the curriculum for school-sponsored activities and programs if presented in an objective manner and as a traditional part of the cultural and religious heritage. The use of religious symbols that are part of a religious holiday is permitted as a teaching aid or resource provided that such symbols are displayed as an example of cultural and religious heritage of the holiday and are temporary in nature.

Legal Reference:

EDUCATION CODE

38130-38138 Civic Center Act

46014 Absences for religious purposes

51240 Exemption from instruction

51511 Religious matters properly included in courses of study

51938 Right of parent/guardian to excuse from sexual health instruction

UNITED STATES CODE, TITLE 20

4071-4074 Equal Access Act

6061 School prayer

7904 School prayer

COURT DECISIONS

Lassonde v. Pleasanton Unified School District, (2003, 9th Cir.) 320 F.3d 979

Cole v. Oroville Union High School District, (2000, 9th Cir.) 228 F.3d 1092

Lemon v. Kurtzman, (1971) 403 U.S. 602

Management Resources:

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools, February 2003

Religion in the Public Schools: A Joint Statement of Current Law, April 1995

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

CSBA: <http://www.csba.org>

Policy
adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

RECOGNITION OF RELIGIOUS BELIEFS AND CUSTOMS

Staff shall make every effort to schedule one-time events, such as examinations, school-sponsored trips, special laboratories, picture-taking days and class parties, to minimize conflicts with major religious holidays of all faiths.

(cf. 6111 - School Calendar)

Programs and Exhibits

When school programs and exhibits are in any way related to instruction about religion or religious holidays, the following guidelines shall be observed:

1. The site administrator or designee shall ensure that school-sponsored programs are presented in an objective manner, consistent with Yolo County Office of Education policy.
2. The site administrator or designee shall be kept informed of the program's development.
3. Program or exhibit planners shall take into consideration the diverse religious faiths represented in the community, student body and staff.

Regulation
approved:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

The Yolo County Governing Board desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency virus (HIV) prevention. The Yolo County Office of Education's educational program shall provide students with the knowledge and skills necessary to protect them from sexually transmitted infections and unintended pregnancy and to have healthy, positive, and safe relationships and behaviors. The County Office's educational program shall also promote understanding of sexuality as a normal part of human development and the development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.

(cf. 5030 - Student Wellness)

(cf. 6142.8 - Comprehensive Health Education)

Comprehensive sexual health education and HIV prevention education shall be offered to all students in grades 7-12, including at least once in junior high or middle school and at least once in high school. (Education Code 51934)

The County Office's curriculum shall support the purposes of the California Healthy Youth Act as specified in Education Code 51930-51939, be unbiased and inclusive of all students in the classroom, and be aligned with the state's content standards. The County Office shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.25 - Availability of Condoms)

(cf. 5146 - Married/Pregnant/Parenting Students)

(cf. 6143 - Courses of Study)

The Yolo County Superintendent of Schools or designee may appoint a coordinator and/or an advisory committee regarding the County Office's comprehensive sexual health and HIV prevention curriculum. The advisory committee shall represent a divergence of viewpoints and may participate in planning, implementing, and evaluating the County Office's program.

(cf. 1220 - Citizen Advisory Committees)

Parent/Guardian Consent

Annually, parents/guardians shall be notified, in the manner specified in the accompanying administrative regulation, that they may request in writing that their child be excused from

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

participating in comprehensive sexual health and HIV prevention education. Students so excused by their parents/guardians shall be given an alternative educational activity. (Education Code 51240, 51938, 51939)

(cf. 5022 - Student and Family Privacy Rights)

A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. (Education Code 51939)

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

33544 Inclusion of sexual harassment and violence in health curriculum framework

48980 Notice at beginning of term

51202 Instruction in personal and public health and safety

51210.8 Health education curriculum

51225.35 Instruction in sexual harassment and violence; districts that require health education for graduation

51240 Excuse from instruction due to religious beliefs

51513 Materials containing questions about beliefs or practices

51930-51939 California Healthy Youth Act

67386 Student safety; affirmative consent standard

HEALTH AND SAFETY CODE

1255.7 Parents surrendering physical custody of a baby

PENAL CODE

243.4 Sexual battery

261.5 Unlawful sexual intercourse

271.5 Parents voluntarily surrendering custody of a baby

UNITED STATES CODE, TITLE 20

1232h Protection of student rights

7906 Sex education

Management Resources:

CSBA PUBLICATIONS

Promoting Healthy Relationships for Adolescents: Board Policy Considerations, Governance Brief, August 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade 12, 2008

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

Health Framework for California Public Schools: Kindergarten through Grade 12, 2003

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Sex Education and HIV/STD Instruction:

<http://www.cde.ca.gov/ls/he/se>

California Department of Public Health: <http://www.cdph.ca.gov>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Safe Schools Coalition: <http://www.casafeschools.org>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

U.S. Food and Drug Administration: <http://www.fda.gov>

DRAFT

Policy
Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

Definitions

Comprehensive sexual health education means education regarding human development and sexuality, including education on pregnancy, contraception, and sexually transmitted infections. (Education Code 51931)

HIV prevention education means instruction on the nature of human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS), methods of transmission, strategies to reduce the risk of HIV infection, and social and public health issues related to HIV and AIDS. (Education Code 51931)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

Age appropriate refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group. (Education Code 51931)

Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists. (Education Code 51931)

General Criteria for Instruction and Materials

The Yolo County Superintendent of Schools or designee shall ensure that the Yolo County Office of Education's comprehensive sexual health and HIV prevention instruction and materials: (Education Code 51933)

1. Are age appropriate
2. Are factually and medically accurate and objective
3. Align with and support the following purposes as specified in Education Code 51930:
 - a. To provide students with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended pregnancy

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

- b. To provide students with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family
 - c. To promote understanding of sexuality as a normal part of human development
 - d. To ensure students receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end
 - e. To provide students with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors
4. Are appropriate for use with students of all races, genders, sexual orientations, and ethnic and cultural backgrounds; students with disabilities; and English learners
(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 6174 - Education for English Learners)
 5. Are available on an equal basis to a student who is an English learner, consistent with the existing curriculum and alternative options for an English learner as otherwise provided in the Education Code
 6. Are accessible to students with disabilities, including, but not limited to, the provision of a modified curriculum, materials, and instruction in alternative formats and auxiliary aids
 7. Do not reflect or promote bias against any person in protected categories of discrimination pursuant to Education Code 220
 8. Affirmatively recognize that people have different sexual orientations and, when discussing or providing examples of relationships and couples, shall be inclusive of same-sex relationships
 9. Teach students about gender, gender expression, and gender identity, and explore the harm of negative gender stereotypes
 10. Encourage students to communicate with their parents/guardians and other trusted adults about human sexuality and provide the knowledge and skills necessary to do so

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

11. Teach the value of and prepare students to have and maintain committed relationships such as marriage
12. Provide students with knowledge and skills they need to form healthy relationships that are based on mutual respect and affection and are free from violence, coercion, and intimidation
(cf. 5145. 3 - Nondiscrimination/Harassment)
13. Provide students with knowledge and skills for making and implementing healthy decisions about sexuality, including negotiation and refusal skills to assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities
14. Do not teach or promote religious doctrine

Components of Sexual Health and HIV Prevention Education

The County Office's comprehensive sexual health education and HIV prevention education for students in grades 7-12, in addition to complying with the criteria listed above in the section "General Criteria for Instruction and Materials," shall include all of the following: (Education Code 51934)

1. Information on the nature of HIV and other sexually transmitted infections and their effects on the human body
2. Information on the manner in which HIV and other sexually transmitted infections are and are not transmitted, including information on the relative risk of infection according to specific behaviors, including sexual behaviors and injection drug use
3. Information that abstinence from sexual activity and injection drug use is the only certain way to prevent HIV and other sexually transmitted infections, and that abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy

The instruction shall provide information about the value of delaying sexual activity while also providing medically accurate information on other methods of preventing HIV and other sexually transmitted infections and pregnancy.

(cf. 5141.25 - Availability of Condoms)

(cf. 5146 - Married/Pregnant/Parenting Students)

4. Information about the effectiveness and safety of all federal Food and Drug

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

Administration (FDA) approved methods that prevent or reduce the risk of contracting HIV and other sexually transmitted infections, including use of antiretroviral medication, consistent with the Centers for Disease Control and Prevention

5. Information about the effectiveness and safety of reducing the risk of HIV transmission as a result of injection drug use by decreasing needle use and needle sharing
6. Information about the treatment of HIV and other sexually transmitted infections, including how antiretroviral therapy can dramatically prolong the lives of many people living with HIV and reduce the likelihood of transmitting HIV to others
7. Discussion about social views on HIV and AIDS, including addressing unfounded stereotypes and myths regarding HIV and AIDS and people living with HIV

This instruction shall emphasize that successfully treated HIV-positive individuals have a normal life expectancy, all people are at some risk of contracting HIV, and that testing is the only way to know if one is HIV-positive

8. Information about local resources, how to access local resources, and students' legal rights to access local resources for sexual and reproductive health care such as testing and medical care for HIV and other sexually transmitted infections and pregnancy prevention and care, as well as local resources for assistance with sexual assault and intimate partner violence
9. Information about the effectiveness and safety of FDA-approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception. Instruction on pregnancy shall include an objective discussion of all legally available pregnancy outcomes, including, but not limited to:
 - a. Parenting, adoption, and abortion
 - b. Information on the law on surrendering physical custody of a minor child 72 hours of age or younger, pursuant to Health and Safety Code 1255.7 and Penal Code 271.5
 - c. The importance of prenatal care
10. Information about sexual harassment, sexual assault, adolescent relationship abuse, intimate partner violence, and sex trafficking

Professional Development

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

The County Office's comprehensive sexual health education and HIV prevention education shall be provided by instructors trained in the appropriate courses who are knowledgeable of the most recent medically accurate research on human sexuality, healthy relationships, pregnancy, and HIV and other sexually transmitted infections. (Education Code 51931, 51933, 51934)

The County Superintendent or designee shall cooperatively plan and conduct in-service training for all County Office personnel who provide HIV prevention education, through regional planning, joint powers agreements, or contract services. (Education Code 51935)

(cf. 4131 - Staff Development)

In developing and providing in-service training, the County Superintendent or designee shall cooperate and collaborate with the teachers who provide HIV prevention education and with the California Department of Education (CDE). (Education Code 51935)

The County Office shall periodically conduct in-service training to enable County Office personnel to learn new developments in the scientific understanding of HIV. In-service training shall be voluntary for personnel who have demonstrated expertise or received in-service training from the CDE or Centers for Disease Control and Prevention. (Education Code 51935)

The County Superintendent or designee may expand HIV in-service training to cover the topic of comprehensive sexual health education for County Office personnel teaching comprehensive sexual health education to learn new developments in the scientific understanding of sexual health. (Education Code 51935)

Use of Consultants or Guest Speakers

The County Superintendent or designee may contract with outside consultants or guest speakers, including those who have developed multilingual curricula or curricula accessible to persons with disabilities, to deliver comprehensive sexual health and HIV prevention education or to provide training for County Office personnel. All outside consultants and guest speakers shall have expertise in comprehensive sexual health education and HIV prevention education and knowledge of the most recent medically accurate research on the relevant topic(s) covered in the instruction. The County Superintendent or designee shall ensure that any instruction provided by an outside speaker or consultant complies with Yolo County Governing Board policy, administrative regulation, and Education Code 51930-51939. (Education Code 51933, 51934, 51936)

(cf. 6145.8 - Assemblies and Special Events)

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

Parent/Guardian Notification

At the beginning of each school year or at the time of a student's enrollment, the County Superintendent or designee shall notify parents/guardians about instruction in comprehensive sexual health education and HIV prevention education, as well as research on student health behaviors and risks, planned for the coming year. The notice shall advise parents/guardians: (Education Code 48980, 51938)

1. That written and audiovisual educational materials to be used in comprehensive sexual health and HIV prevention education are available for inspection
2. That parents/guardians have a right to excuse their child from comprehensive sexual health or HIV prevention education, or research on student health behaviors and risks, provided they submit their request in writing to the County Office
3. That parents/guardians have a right to request a copy of Education Code 51930-51939
4. Whether the comprehensive sexual health or HIV prevention education will be taught by County Office personnel or outside consultants

If the County Office chooses to use outside consultants or to hold an assembly with guest speakers to deliver comprehensive sexual health or HIV prevention education, the notification shall include: (Education Code 51938)

- a. The date of the instruction
- b. The name of the organization or affiliation of each guest speaker
- c. Information stating the right of the parent/guardian to request a copy of Education Code 51933, 51934, and 51938

If the arrangements for instruction by outside consultants or guest speakers are made after the beginning of the school year, the County Superintendent or designee shall notify parents/guardians by mail or another commonly used method of notification no fewer than 14 days before the instruction is given. (Education Code 51938)

(cf. 5145.6 - Parental Notifications)

Nonapplicability to Certain Instruction or Materials

SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION (continued)

The requirements of Education Code 51930-51939 pertaining to instructional content, teacher training, and parental notification and consent shall not apply to the following: (Education Code 51932)

1. A description or illustration of human reproductive organs that may appear in a textbook, adopted pursuant to law, if the textbook does not include other elements of comprehensive sexual health education or HIV prevention education

(cf. 6142.93 - Science Instruction)

2. Instruction or materials that discuss gender, gender identity, gender expression, sexual orientation, discrimination, harassment, bullying, intimidation, relationships, or family and do not discuss human reproductive organs and their functions

Policy
Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

WORLD LANGUAGE INSTRUCTION

In order to prepare students for global citizenship and to broaden their intercultural understanding and career opportunities, the Yolo County Office of Education shall provide students with opportunities to develop linguistic proficiency and cultural literacy in one or more world languages in addition to English.

(cf. 6141.6 - Multicultural Education)

The Yolo County Superintendent of Schools or designee shall recommend world languages to be taught in the County Office's educational program based on student interest, community needs, and available resources. He/she shall also consider providing English learners the opportunity to study their heritage language, when such a course is available, in order to continue developing skills in that language. American Sign Language courses shall be open to all students regardless of hearing status.

(cf. 6174 - Education for English Language Learners)

The County Office shall offer a sequential curriculum aligned with the state content standards, state curriculum framework, and, as applicable, California university admission requirements for languages other than English.

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

Instruction in world languages shall be offered to secondary school students beginning no later than grade 7 and shall be designed to develop students' skills in understanding, speaking, reading, and writing the language. (Education Code 51220)

(cf. 6143 - Courses of Study)

Students shall obtain credit toward high school graduation requirements for completion of a one-year course during grades 9-12 in a world language or American Sign Language.

(cf. 5126 - Awards for Achievement)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

In order to encourage higher levels of language proficiency throughout a student's education, the County Office may offer age-appropriate language programs in elementary schools. Beginning in the primary grades, the County Office may deliver language studies through a two-way immersion program in which instruction is delivered in both English and another language to both English-only students and English learners.

WORLD LANGUAGE INSTRUCTION (continued)

The County Office shall ensure that students have access to high-quality instructional materials in world languages. In accordance with County Office policy, teachers shall also be encouraged to identify and use supplemental resources, such as literature, technology, newspapers and other media, dictionaries, and volunteers from the community to enhance the world language instructional program.

(cf. 1240 - Volunteer Assistance)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1- Library Media Centers)

The County Superintendent or designee shall provide professional development as necessary to ensure that teachers of world languages have the knowledge and skills they need to implement an effective instructional program that helps students attain academic standards.

(cf. 4131 - Staff Development)

The County Superintendent or designee shall provide periodic reports to the Yolo County Board of Education regarding the effectiveness of the County Office's world language program which may include, but not be limited to, a description of the County Office's curriculum and the extent to which it is aligned with the state's content standards and curriculum framework, student achievement of County Office standards for world language instruction, and student participation rates in each language course. Program evaluation shall be used to identify needed improvements and may be considered in determining the languages to be taught in the County Office.

(cf. 0500 - Accountability)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference: (see next page)

WORLD LANGUAGE INSTRUCTION (continued)

Legal Reference:

EDUCATION CODE

300-311 Education for English learners

44256-44257 Credential requirements, including teachers of foreign language

51212 Legislative intent to encourage foreign language instruction in grades 1-6

51220 Courses of study, grades 7-12

51225.3 High school graduation requirements

51243-51245 Alternative credits toward graduation for foreign language instruction in private school

60117-60119 Pupil Textbook and Instructional Materials Incentive Program Act

60605.3 Content standards for foreign language instruction

CODE OF REGULATIONS, TITLE 5

1632 Alternative credits toward graduation for foreign language instruction in private school

11309 English immersion programs, parental exception waivers

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

World Language Content Standards for California Public Schools, Kindergarten Through Grade Twelve, adopted January 7, 2009

Foreign Language Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CENTER FOR APPLIED LINGUISTICS PUBLICATIONS

Guiding Principles for Dual Language Education, Second Edition, 2007

COLLEGE BOARD PUBLICATIONS

A Challenge to Change: The Language Learning Continuum, 1999

WEB SITES

CSBA: <http://www.csba.org>

American Council on the Teaching of Foreign Languages: <http://www.actfl.org>

California Association of Bilingual Education: <http://www.bilingualeducation.org>

California Department of Education, Foreign Language: <http://www.cde.ca.gov/ci/fl>

California Foreign Language Project: <http://www.stanford.edu/group/CFLP>

California Language Teachers' Association: <http://www.clta.net>

Center for Applied Linguistics: <http://www.cal.org>

College Board: <http://www.collegeboard.co>

University of California, a-g Course Approval: <http://www.ucop.edu/a-gGuide/ag>

Policy
adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

WORLD LANGUAGE INSTRUCTION

Content of Instruction

The Yolo County Office of Education's instructional program for world languages shall be designed to help students gain knowledge about new language systems and use that knowledge to communicate. Students shall receive instruction which is aligned with state academic standards appropriate to their age and stage of linguistic and cultural proficiency in the following categories:

1. **Content:** Students shall be presented with a wide variety of content that is age and stage appropriate and increases in complexity.

(cf. 6011 - Academic Standards)

2. **Communication:** Students shall be taught to effectively convey and receive messages by engaging in or interpreting written, spoken, and/or signed languages.

3. **Cultures:** Students shall receive instruction that allows them to make connections and comparisons between language and culture.

(cf. 6142.94 - History/Social Science Instruction)

4. **Structures:** The curriculum shall address components of grammar, syntax, and language patterns appropriate to the language being taught.

5. **Settings:** To help students comprehend meaning and use language that is culturally appropriate, students shall develop knowledge of the context or setting in which language is used, such as common daily settings, interpersonal settings, and informal and formal settings.

Dual-Language Immersion Programs

The County Office's dual-language immersion programs may be based on either or both of the following models:

1. A 50:50 model in which instruction is provided in the non-English target language for 50 percent of the time and in English for 50 percent of the time, throughout the duration of the program
2. A 90:10 model in which instruction is provided in the non-English target language for 90 percent of the time and in English for 10 percent of the time during the first year of the program, decreasing the percentage of time in the non-English language in each subsequent year until

WORLD LANGUAGE INSTRUCTION (continued)

there is a 50:50 balance of languages

(cf. 6174 - Education for English Learners)

Native English speakers shall generally be admitted into the program only during the first grade level at which the program is offered, and English learners during the first or second grade level at which the program is offered. Bilingual students may enter the program at any time. On a case-by-case basis, the Yolo County Superintendent of Schools or designee may admit a student later in the program if he/she determines that the student is adequately prepared for and will benefit from the program.

In enrolling students for the program, the district shall strive to maintain a ratio of half native English speakers and half English learners, and such ratio shall not fall below one-third for either language group except under exceptional circumstances.

Any dual-language immersion program offered in grades K-3 shall comply with class size requirements specified in Education Code 42238.02. (Education Code 310)

(cf. 6151 - Class Size)

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the district's dual-language immersion program and other language acquisition programs available to students enrolled in the district, including, but not limited to, a description of each program. (Education Code 310)

(cf. 5145.6 - Parental Notifications)

Whenever one or more English learners are enrolled in a dual-language immersion classroom, the class shall be taught by a teacher who possesses the appropriate authorization issued by the Commission on Teacher Credentialing.

(cf. 4112.22 - Staff Teaching English Learners)

Policy
Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: First Reading of New BP/SP 6186 Juvenile Court Schools	AGENDA ITEM #: 4.9
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Ronda DaRosa
<u>BACKGROUND:</u>	DATE: May 22, 2018

Board Policy 6186 Juvenile Court Schools is being presented as information. The board will be asked to adopt this policy at the June 26, 2018 Regular meeting.

RECOMMENDATION/COMMENTS: For information. The Board will be asked to adopt the above policies at the June 26, 2018 Regular meeting.

Instruction

JUVENILE COURT SCHOOLS

BP/SP 6186(a)

The Yolo County Governing Board shall provide for the administration and operation of a juvenile court school that meets the needs of students who are under the protection or authority of the county juvenile justice system and have been placed in juvenile halls, juvenile homes that house 25 or more children, day centers, ranches, camps, or regional youth education facilities. (Education Code 48645)

Court School Administrator

The Yolo County Superintendent of Schools shall be responsible for the administration of juvenile court schools. (Education Code 48645.2)

The juvenile court administrator may, in accordance with Education Code 48646, enter into a memorandum of understanding or other agreement with the county chief probation officer to establish a process for communication, decision making, mutual goals, and conflict resolution to support the needs of students who are receiving their education in juvenile court schools. (Education Code 48646)

The Yolo County Office of Education and the county department of probation shall have a joint transition planning policy for the purpose of improving communication regarding dates of release and educational needs of students who have had contact with the juvenile justice system, to coordinate immediate school placement and enrollment, and to ensure that probation officers in the community have the information they need to support the return of pupils who are being transferred from juvenile court schools to public schools in their communities. (Education Code 48647(b))

School Calendar

The County Board shall adopt an annual school calendar identifying holidays and staff in-service days for juvenile court schools as presented by the County Superintendent (Education Code 48645.3).

Unless otherwise provided by law, the minimum school day shall be 240 minutes. (Education Code 48645.3)

Educational Programs

JUVENILE COURT SCHOOLS (continued)

Students who are receiving their education in juvenile court schools shall be provided a course of study that leads to a high school diploma or high school equivalency certificate and meets California standards-based curriculum, including educational assessment tests required of all students in the state's public schools. The County Board shall adopt a course of study for juvenile court schools as presented by the County Superintendent and shall regularly evaluate the educational program established. The prescribed courses of study shall be kept on file for public inspection. (Education Code 48645.3, 51040)

Pursuant to Education Code 51241, students enrolled in a juvenile court school located in a juvenile home, ranch, or camp may be exempt from physical education courses when they are otherwise scheduled for recreation and exercise.

When applicable, educational records of any student transferring from juvenile court schools shall be immediately transferred to his/her new school to allow for immediate enrollment. (Education Code 48647)

Any student who completes the graduation requirements of his or her school district of residence while attending juvenile court school shall receive a diploma from the school they last attended in their district of residence or from the County Superintendent. (Education Code 48645.5)

School Facilities

Any plans for the construction of juvenile court school classrooms, offices, or any other school structures in any juvenile hall, juvenile home, day center, juvenile ranch, or juvenile camp shall be approved by the County Board and the County Board of Supervisors. The cost of such construction shall be charged against county funds. (Education Code 48645.6)

Legal Reference:**EDUCATION CODE**

48645-48646 Juvenile court schools

51040 Prescribed courses

51041 Educational program

51220 Areas of study

51222 Physical education

51241 Exemptions from physical education

60200 Adoption of instructional materials

WELFARE AND INSTITUTIONS CODE

602 Minors violating law; ward of court

880-893 Wards and dependent children; juvenile homes, ranches and camps

Management Resources:

JUVENILE COURT SCHOOLS (continued)

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Juvenile Court Schools: <http://www.cde.ca.gov/sp/eo/jc/>

DRAFT

Policy
Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

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

SUBJECT: Office of Refugee Resettlement (ORR) Program Update	AGENDA ITEM #: 4.10
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent Ortiz
<u>BACKGROUND:</u>	DATE: May 22, 2018

Superintendent Ortiz will provide an update of the Yolo County ORR Program.

RECOMMENDATION/COMMENTS: For information.

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

SUBJECT: 2017-2019 Local Control and Accountability Plan (LCAP) Update	AGENDA ITEM #: 4.11
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Gayelynn Gerhart and Garth Lewis
<u>BACKGROUND:</u>	DATE: May 22, 2018

The Local Control and Accountability Plan (LCAP) shall be used to provide details regarding the local education agencies' (LEAs) actions and expenditures to support student outcomes and overall performance pursuant to Education Codes: 52060, 52066, 47605, 47605.5, and 47606.5.

For county offices of education, pursuant to Education Code 52066, the LCAP must describe, for each school and program operated, goals and specific actions to achieve those goals for all pupils and each subgroup of pupils identified in Education Code 52052, including students with disabilities, served in county office of education operated schools or programs for each of the state priorities and any locally identified priorities. School districts and county offices of education may additionally coordinate and describe their LCAPs on the reporting of district students attending county operated schools and programs, including special education programs.

Ed Code 52060 requires districts to consult with teachers, principals, administrators, other school personnel, local bargaining units of the district, parents and pupils in developing and revising local control and accountability plans based on information shared at stakeholder meetings.

RECOMMENDATION/COMMENTS: For information.

LCAP Update

Goals, Actions and Expenditure

Yolo County Board of Education

May 22, 2018

Team LCAP

Team LCAP has taken the information shared in the various stakeholder meetings as well as data collected to revise and update the LCAP for 2018-2019.

The business office has updated the budget to reflect the changes suggested.

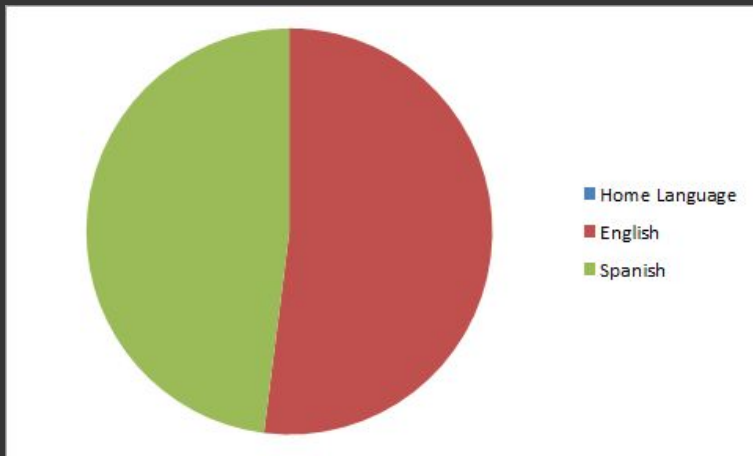
HIGHLIGHTS FROM THE LCAP FOLLOWS



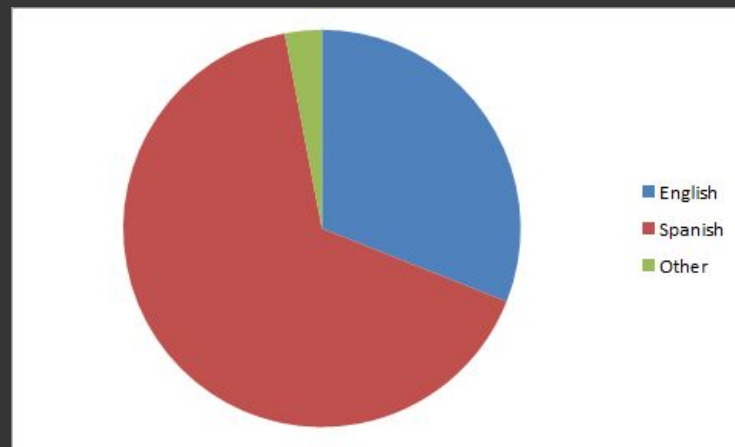
Greatest Progress



Students' home languages (2017 Census)



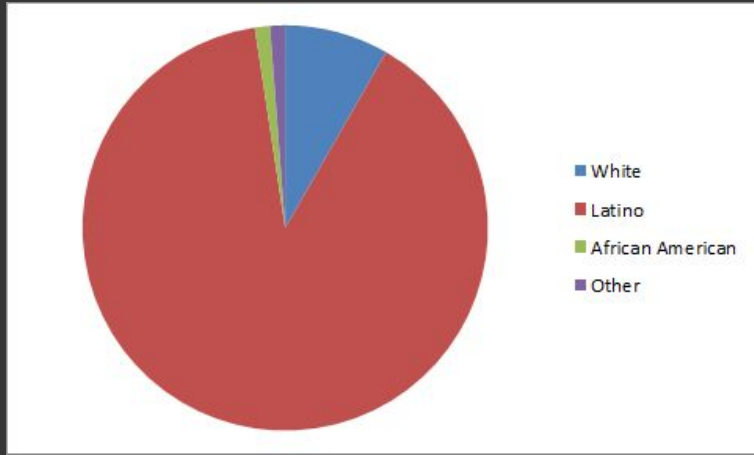
Cesar Chavez



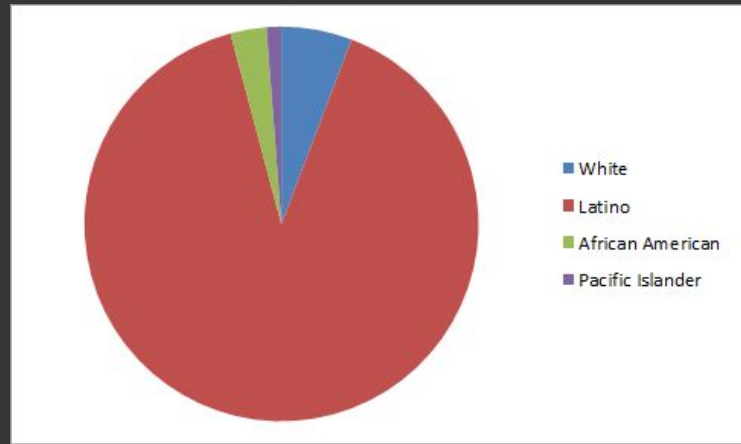
Dan Jacobs

Ethnic Breakdown

(2017 census)



Cesar Chavez



Dan Jacobs

Although the state has not provided data for alternative education sites via the Dashboard, our local data and stakeholder feedback identify the following areas of greatest progress:

- There is a unified agreement on the school's Vision and Mission Statements.**
- The School Learner Outcomes authentically address the needs of all students.**
- The alternative education program is a high priority for the Yolo County Board of Trustees and their actions reflect the support for the instructional programs at Cesar Chavez Community, Yolo County Construction Program (YCCP), and Dan Jacobs Schools.**
- There is a highly collaborative environment for decision-making and shared understanding of curriculum delivery between administration and faculty.**
- The school's weekly collaborative meetings provide a faculty forum to discuss program needs, instructional materials needs, and/or concerns. Professional Development days are scheduled throughout the year on Wednesday afternoons and have given our teachers and staff a chance to collaborate with community leaders and partners to better serve our youth.**

-
- **The programs have over 25 students who have met graduation requirements for school year 2017-2018.**
 - **The Yolo County Office of Education provides opportunities for staff development for alternative education school administration and faculty.**
 - **There is a strong and positive engagement between students and staff in classroom activities.**
 - **The school's Principal, Counselor, Youth Advocate, and the College and Career Readiness staff are committed and dedicated to the educational services and successes of our youth.**
 - **The Alternative Education programs have received the SUMS (Chort 3 MTSS) grant to help facilitate our multi-tiered system of supports for students and staff.**
 - **The Alternative Education programs and staff have created and built strong relationships with community partners and agencies.**
Building on Our Success.

Greatest Needs:



Although the state has not provided data for alternative education sites via the LCFF rubrics, our local data and stakeholder feedback identify the following areas as primary areas of need:

- Maintaining a stable and consistent teaching staff.**
- Establishing and implementing a multi-tiered system of support for youth (including collaboration with agency and business partners)**
- Developing and implementing a rigorous and meaningful curriculum across all sites, including providing instructional materials in Spanish**

Although the state has not provided data for alternative education sites via the LCFF rubrics, our local data and stakeholder feedback identify the following areas as primary areas of need:

- **Engaging families in trusting partnerships**
- **Increasing student engagement through the writing and creation of culturally-relevant curriculum units.**
- **Developing a robust and well-articulated youth transition system**

—

The steps to address these areas of need include, but are not limited to:

- **Developing and sustaining capacity building plans to increase instructional and leadership staff efficacy in support of youth development and transitions**
- **Implementation of communication and outreach practices to engage and empower parents**
- **Engage partner agencies, youth, and families in decision-making models that increase communication across systems and engage end-users as partners**

Performance Gaps



—
Although the state has not provided data for alternative education sites via the Dashboard, our local data and stakeholder feedback identify the following areas as performance gaps for youth in the alternative education program:

- Individual attendance rates need to increase significantly if youth are to attain success. Our target for youth at the community school is a minimum of 75% and in the Yolo County Construction Program and Dan Jacobs a minimum of 95%.
- Acceleration of literacy and math (numeracy) achievement across our programs needs to occur in order for our students to achieve at parity with their peers in the comprehensive setting and ensure success beyond high school.

—

- Implementation and data collection of Individualized learning plans across our program is an area of growth and primary focus as these documents serve as the primary resource to coordinate programs and services for youth and communication tool across systems.
- Design of successful transition supports in collaboration with community partners remains an area of growth for the next several years as way to maintain care and programming regardless of the context within which we are serving our students.
- Youth self-regulation, pro-social behavior, & self-advocacy across programs need to occur on a consistent basis as a demonstration of personal growth and readiness for life beyond high school

—
The steps YCOE is taking to address the identified performance gaps include, but are not limited to the following:

- Providing transportation services for youth, employing Youth Advocates at our community school sites to assist with mentorship, and partnering with other agencies to compliment the educational services we are providing
- Developing and implementing a Multi-tiered System of Support to address the academic, social-emotional, and behavioral needs of the youth we serve
- Partnering with outside agencies to ensure culturally relevant curriculum is available and delivered to increased student engagement and increase credit completion.
- Collaborate with the College and Career Readiness Department, Program Specialist, Yolo County Probation, and support staff to create a systematic approach to serving youth with immediate need of transitional support.

Stakeholder Engagement



Stakeholder engagement is an integral part of the LCAP planning process. As in previous years, the writing team members used the same process to gain feedback from stakeholders by hosting a variety of meetings. These meetings are open to the community, parents, students, and staff for feedback concerning our goals, actions and services, and outcomes, along with the budget necessary to provide them.

Previous input from stakeholders have suggested :

- Staff/teachers make positive phone calls to parents on a regular basis
- Continue to contract with Yolo Arts
- Expand the ILP process
- CTE classes at Dan Jacobs
- Increase para educator's hours to ensure proper coverage and support of classrooms at Chavez
- improve transitions by having and providing real-time student data and credit information
- Students requested assistance in completing college applications, increased internship opportunities, and a credit building/financial planning/financial literacy course.

Additional input from stakeholders this year have suggested:

- Increase parent involvement opportunities
- Provide additional leadership opportunities and community services opportunities for students
- Engage students in community events
- Explore extended day activities



Yolo County School Board Trustees received an update of current LCAP implementation and a copy of the internal timeline for YCOE's LCAP team.

March 20, 2018

April 24, 2018

May 22, 2018

June 12, 2018

June 26, 2018

YGRIP (Youth Gang Reduction, Intervention and Prevention Project) (15 participants: Woodland JUSD, YCOE, Mental Health, Yolo County Sheriff, Woodland PD, Yolo County YMCA, Chamber of Commerce, Public Defender, District Attorney)

September 15, 2017

October 20, 2017

November 17, 2017

January 19, 2018

February 16, 2018

March 16, 2018

April 20, 2018

May 18, 2018

June 15, 2018



YTAC (Yolo Truancy Abatement Committee) (14 participants: School Districts, Mental Health, Probation, District Attorney, Public Defender) received an update on the key elements of the LCAP and provided input on changes to be made going forward

August 9, 2017

September 13, 2017

October 11, 2017

January 10, 2018

March 14, 2018 (Rescheduled due to student walkouts)

3/14 Rescheduled to April 13, 2018

May 9, 2018

Alternative Education Leadership met on the following dates to plan, develop, review information pertaining to the LCAP:

August 28, 2017

October 30, 2017

November 27, 2017

January 22, 2018

February 26, 2018

March 26, 2018

April 30, 2018

May 21, 2018



Stakeholder Meetings for staff, students, parents, community members and YCOE employees were held:

—

- February 15, 2018
- February 22, 2018
- March 7, 2018
- March 14, 2018
- March 22, 2018
- April 18, 2018
- April 25, 2018
- May 02, 2018

School Site Council will receive an update on LCAP:
May 2018



Stakeholder Impact on LCAP and Annual Update

- Affirmed the positive changes and programs that are currently in place
- Gave community members the opportunity to express concerns or share in celebrations
- Required collaboration among county-wide agencies
- Shared best practices
- Gave open line of communication between leadership team and stakeholders



**Increased or
Improved Services**

IMPROVEMENT

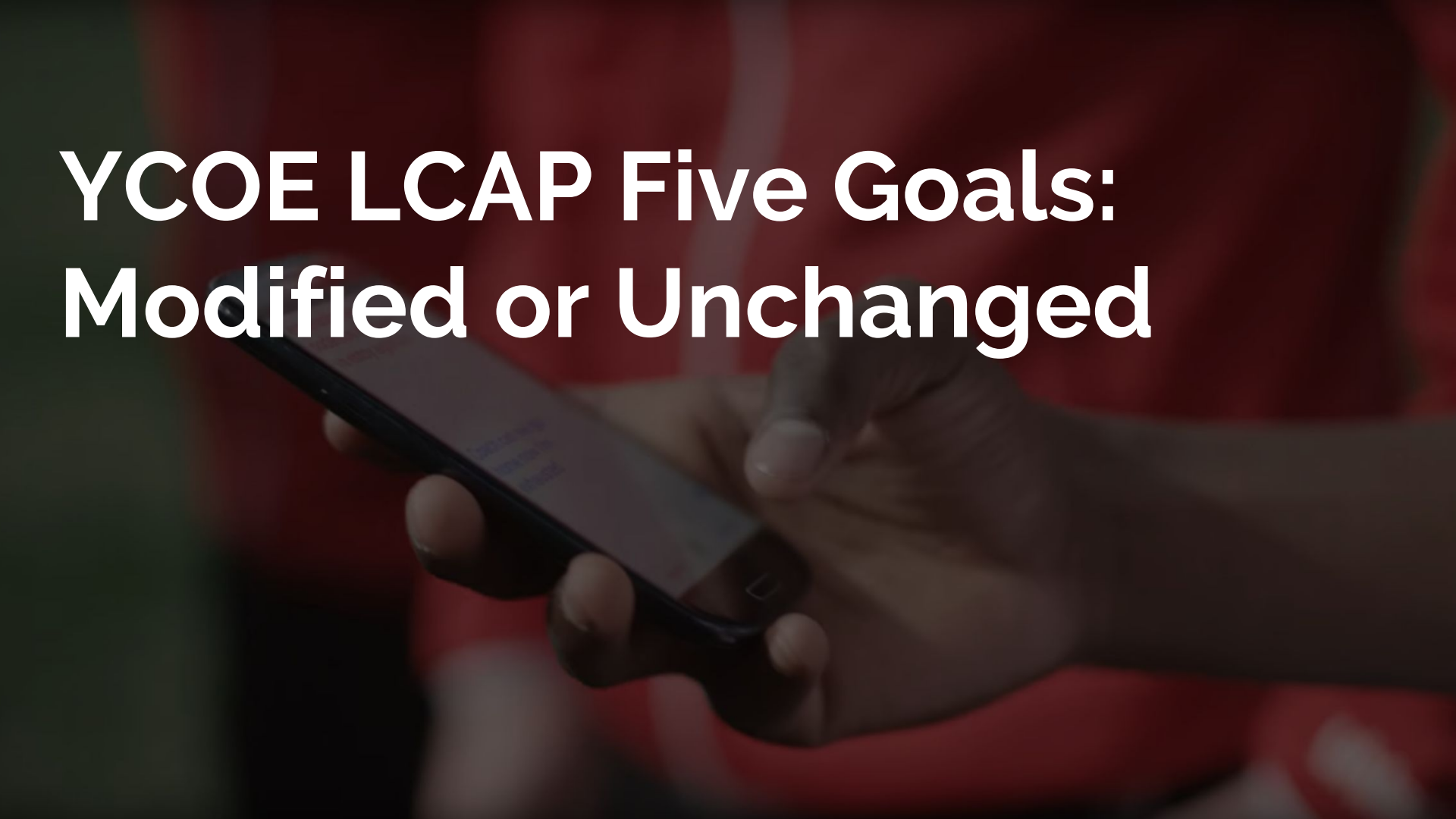


—

Each of these Actions and Services are designed to do the following:

1. Engage youth in a meaningful and rigorous educational program
2. Identify and effectively address academic learning opportunities, including credit recovery
3. Address issues associated with gang involvement and substance abuse
4. Meet the distinctive educational needs of special needs students
5. Address the socio-emotional needs of at-risk youth
6. Improve family and community partnerships
7. Impact a highly trained and efficacious teaching and support staff

YCOE LCAP Five Goals: Modified or Unchanged

A hand holding a smartphone, with a blurred background of a person wearing a red and white striped shirt. The text is overlaid on the top half of the image.



Goal 1

Hire a .2 FTE MH Therapist

Continue:

- Father's and Families
- Brown Issues
- Cognitive Behavior Classes
- CARE" PBIS model implementation
- Restorative Practices (SAYS, Nurtured Heart)



Goal 2

Continue:

- Focus on the writing of a culturally responsive, relevant, curriculum aligned to California Standards
- Explore Algebra curriculum options
- Implement the instructional materials to meet the needs non-English speaking students



Goal 3

Continue:

- Focus on implementation of ILP (Individual Learning Plans)
- Yolo Arts
- Implement "A Second Chance Through Music"
- Provide a three-day Summer Academy in June 2019 for instructional and support staff to revise and expand culturally-relevant curriculum units and collaborative projects.



Goal 4

Continue:

Provide an educational setting for all Yolo County expelled youth.

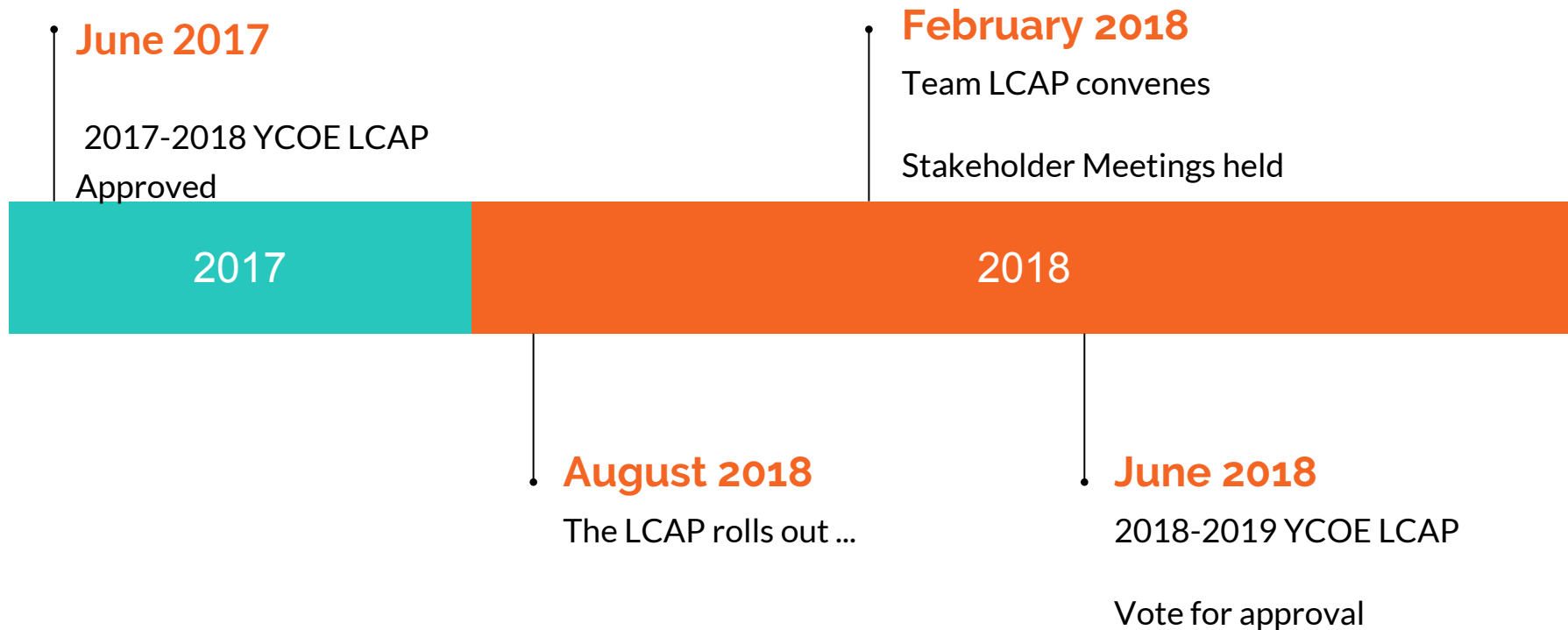


Goal 5

Continue:

- CFT Meetings
- Collaborate with middle and high school counselors
- FY Tracking and Monitoring system
- Social and Emotional supports

Timeline



Any questions?



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

SUBJECT: Declaration of Need for Fully Qualified Educators of 2018-2019	AGENDA ITEM #: 4.12
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Margie Valenzuela
	DATE: May 22, 2018

BACKGROUND:

Because there are an insufficient number of appropriately credentialed teachers who meet our employment criteria for certain teaching positions, a Declaration of Need must be submitted to the Commission on Teacher Credentialing. This document declares our need to employ individuals who hold or can qualify for emergency credentials. The declaration will be valid for a one-year period through June 30, 2019.

Our estimated need is as follows:

- **6 CLAD/English Learner Authorization**
- **2 Bilingual Authorization**
- **1 Resource Specialist**
- **8 Limited Assignment Permits:**
 - 2 Multiple Subject
 - 2 Single Subject
 - 4 Special Education

These are only estimates/our declaration can be amended during the year, if necessary.

RECOMMENDATION/COMMENTS: For information.

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

SUBJECT: 2017-18 P-2 ADA Report	AGENDA ITEM #: 4.13
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Crissy Huey
<u>BACKGROUND:</u>	DATE: May 22, 2018

Attached is the 2017-18 P-2 ADA Report.

RECOMMENDATION/COMMENTS: For information only.

YOLO COUNTY OFFICE OF EDUCATION
 Actual Average Daily Attendance
P-2
 May 11, 2018

2017/18 Original Budget (A)	2017/18 Period 1 Actual (B)	2017/18 Period 2 Actual (C)	2017/18 Annual Actual (D)	2017/18 Current Budget (E)	P-2 vs. Current Budget (C - E)
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PROGRAM

Cesar Chavez - Wldd Campus	37	39.60	39.62	39.81	-0.19
Cesar Chavez - W Sac Campus	9	7.71	7.77	8.00	-0.23
YCCP	12	13.07	12.90	12.00	0.90
Juvenile Hall	47	42.78	39.61	42.41	-2.80
					0.00
Special Education		118.06	117.66		-0.40
Special Education - ESY		9.64	9.64		0.00

Special Education
 ADA by District

	ESY	P1	P2
Davis	2.33	22.28	23.26
Esparto	0.33	4.64	4.91
Washington	1.59	27.92	25.90
Winters	0.52	7.60	7.40
Woodland	4.87	55.62	56.19

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Education Protection Account Spending Plan Fiscal Year 2018-19	AGENDA ITEM #: 4.14
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Crissy Huey
	DATE: May 22, 2018

BACKGROUND:

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

The new revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEAs) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA's revenue limit or charter school general purpose state aid equal to the amount of their EPA entitlement.

RECOMMENDATION/COMMENTS: For information only. The Board will be asked to take action on the Education Protection Account Spending Plan at the June 26, 2018 Regular Meeting.

Education Protection Account Spending Plan

The voters approved Proposition 30 on November 6, 2012 (sun setting 12/31/2017) which created the Education Protection Account and subsequently approved Proposition 55 on November 8, 2016 (commencing 1/1/2018).

The Yolo County Office of Education has the sole authority to determine how the monies received from the Education Protection Account are spent; and the governing board shall make the spending determinations in open session of a public meeting.

The monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative costs.

The Yolo County Office of Education shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent.

The moneys received from the Education Protection Account shall be spent as required by Article XIII Section 36 in the following manner:

To pay for county services to districts.

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

SUBJECT: Program Evaluation and Juvenile Hall Certification that School Program is Compliant with Title 15, Section 1370(b), and Education Codes	AGENDA ITEM #: 4.15
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Garth Lewis
<u>BACKGROUND:</u>	DATE: May 22, 2018

Board of Corrections Title 15, Juvenile Facilities Guidelines Section 1370 [refer to attached] states that the facility school program shall comply with an annual evaluation of the education program offerings. This program evaluation is validated by an inspection of the juvenile hall facility by the California Board of Corrections.

Each year the Dan Jacobs' staff and administration meet to review the curriculum for the school to ensure that the instructional program meets the state education code and California Board of Corrections Regulations. Attached is a copy of a letter which will be sent to the Juvenile Hall Superintendent, verifying that the instructional program at Dan Jacobs School is in compliance with these mandates.

RECOMMENDATION/COMMENTS: For information.

May 15, 2018

Oscar Ruiz, Interim Superintendent
Yolo County Juvenile Detention Facility
2880 East Gibson Road
Woodland, CA 95776

Subject: Education Program at the Yolo County Juvenile Detention Facility

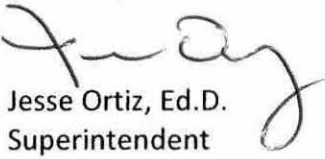
Dear Mr. Ruiz:

In accordance with Title 15, Section 1370 Education Program, this letter confirms my acknowledgment and my awareness that the curriculum and instructional program elements rendered by the Yolo County Office of Education under the Dan Jacobs School at the Yolo County Juvenile Detention is in compliance with Article 6, Section 1370 of the Board of Corrections Title 15, Juvenile Facilities Regulations effective July 2007.

The attached memorandum dated May 15, 2018, from Gayelynn Gerhart, Alternative Education Principal, provides in detail our compliance.

If you need additional information, please let me know.

Sincerely,


Jesse Ortiz, Ed.D.
Superintendent

/kk

Attachment

cc: Gayelynn Gerhart, Alternative Education Principal
Garth Lewis, Assistant Superintendent, Instructional Services
Dr. Ronda DaRosa, Deputy Superintendent, Educational Services

May 15, 2018

MEMORANDUM

TO: Oscar Ruiz, Interim Superintendent
FROM: Gayelynn Gerhart, Alternative Education Principal
SUBJECT: Dan Jacobs School

The staff at Dan Jacobs School has reviewed the curriculum and instructional program and found that our program elements are in compliance with Article 6, Section 1370 of the Board of Corrections Title 15, Juvenile Facilities Regulations effective July, 2007. Our education program consists of the following:

- Instructional time of 250 minutes is devoted to the core curriculum of Mathematics, English/Language Arts, History/Social Science, Science, and Physical Education, and to the electives Career Technical and Health. All students are provided an educational program according to the current school calendar.
- The Renaissance STAR Math and Renaissance STAR Reading software programs assess each student's skill level in these two subject areas. Students are assessed with these two programs within three school days of enrollment and every 45 days while still enrolled.
- Transcripts for students are requested from students' previous schools. When received, this information is reviewed and added to each student's education plan which may then be modified as needed to reflect students' completion of previous courses.
- Preparation support is provided for students eligible to take the General Education Development (GED) tests through Charlotte Beal.
- School staff and probation staff confer daily concerning student discipline and appropriate due process safeguards are in place for any suspensions incurred by students.
- An updated progressive discipline process has been reviewed by the education and the detention staff so that the two systems are integrated into the facility's overall behavioral management plan.
- Students have the opportunity to take a Career Technical Education class for career and life skills development as an elective.
- Students also receive instruction in the area of life skills with a focus on consumer skills and employment development during math and Technology classes.

May 15, 2018

MEMORANDUM

- Fine Arts curriculum opportunities are integrated into the History/Social Studies, English/Language Arts and Career Technology classes. Fine Arts/Foreign Language courses are available through Odysseyware online platform.
- YCOE provides a Resource Specialist (RSP) teacher whose main responsibility is to work with our classroom teachers to meet the educational needs of our special needs student population. Copies of identified students' Individual Education Program (IEP) are requested from the students' home school districts. Additionally, there is a Para educator under the RSP teacher's direction, who works with students with special needs one-on-one, in small groups and/or within the classrooms according to students' learning needs. The RSP teacher also assesses the progress special education students are making towards their learning goals.
- English language learners are placed in English Language Development (ELD) classes so that their skills in this language can be assessed. The focus of these classes is to assist students in their proficiency in reading, writing, listening and speaking the English language.
- YCOE has a bilingual Special Education para educator available to work with the federal minors and English language learners, especially those whose English language skills are low or non-existent. Rosetta Stone, an online program is available for EL students to assist with proficiency
- Students are usually interviewed the first school day after student arrives at the Hall, and a digital recording of the Home Language Survey, special needs, school progress and any discipline issues within the Hall is noted.
- Educational opportunities are offered to all students on Administrative Segregation who are not integrated into the general population of the pods.
- All school staff members attend the General Juvenile Hall Meeting whenever they are held. These meetings provide opportunities for communication among all of the partners within the facility.
- In keeping with Section 1370, students receive grades and credits for all academic work completed while enrolled at Dan Jacobs School. A transcript will be forwarded to the next educational placement upon request.

Should you have any questions regarding our instructional program, you may contact me at 668-3091.

JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION
Juvenile Halls and Camps

FACILITY NAME: Dan Jacobs		COUNTY: Yolo
FACILITY ADDRESS (STREET, CITY, ZIP CODE, TELEPHONE): 2280 E. Gibson Road, Woodland, 95776		
CHECK THE FACILITY TYPE AS DEFINED IN TITLE 15, SECTION 1302:	JUVENILE HALL <input checked="" type="checkbox"/>	CAMP <input type="checkbox"/>
JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION		DATE INSPECTED: March
		DEFICIENCIES OR NON COMPLIANCE ISSUES NOTED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
EDUCATION PROGRAM EVALUATOR(S) (NAME, TITLE, TELEPHONE): Garth Lewis, Assistant Superintendent, Instructional Services and Equity		
EDUCATION STAFF INTERVIEWED (NAME, TITLE, TELEPHONE): Gayelynn Gerhart, Principal, Alternative Education Program, Yolo County Office of Education, 530-668-3091 Morgan Lynch, Teacher, Alternative Education, Dan Jacobs School, 530-668-3896 Nathan Samson, Teacher, 530-668-3893 Lorree Wallender, Teacher, 530-668-3895		

Purpose

Pursuant to Title 15, California Code of Regulations, Article 6, Section 1370, Subsection (a): "The facility administrator shall request an annual review of each required element of the [education] program by the Superintendent of Schools, and a report or review checklist on compliance, deficiencies, and corrective action needed to achieve compliance with this section. **Such a review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site. At the discretion of the Superintendent of Schools, this review may be conducted by a qualified outside agency or individual.** Upon receipt of the review, the facility administrator or designee shall review each item with the Superintendent of Schools and shall take whatever corrective action is necessary to address each deficiency and to fully protect the educational interests of all youth in the facility."

Instructions

To complete the evaluation, assess each element listed and document the findings on the checklist. Columns in the checklist identify compliance as "Yes," "No" or "N/A" (not applicable). When the evaluator assessing the education program "checks" a column to indicate that a facility is out of compliance with all or part of a regulation, or indicates that all or part of a regulation is not applicable, a brief explanation is required in the comments section. This explanation is critical. It assists both the BSCC and facility staff in understanding the rationale for the decision and highlights what needs correction. **Policies and procedures must be written and implemented to be in compliance.**

Education program evaluators may elect to assess areas that are not covered by the inspection checklists. If this is done, the additional issues must be clearly delineated on a separate sheet to maintain their distinction from the BSCC Title 15 checklist. For information purposes, this additional sheet should be attached and distributed with the checklist.

Checklists and regulations are available on the BSCC website (http://www.bscc.ca.gov/s_fsoresources). Please contact the BSCC Field Representative assigned to your county at the number below or through e-mail access on the web site.

Board of State and Community Corrections; FSO Division
 2590 Venture Oaks Way, Suite 200, Sacramento, CA 95833
 Phone: 916-445-5073; <http://www.bscc.ca.gov/>

JUVENILE FACILITY EDUCATION PROGRAM REVIEW AND EVALUATION

1370. Education Program	YES	NO	N/A	COMMENTS
(a) School Programs The County Board of Education shall provide for the administration and operation of juvenile court schools in conjunction with the Chief Probation Officer, or designee.	X			
The school and facility administrators shall develop and implement written policy and procedures to ensure communication and coordination between educators and probation staff.		X		A BSP log has been created to communicate behaviors and attendance during the school day.
(b) Required Elements The facility school program shall comply with the State Education Code and County Board of Education policies, all applicable federal education statutes and regulations and provide for an annual evaluation of the educational program offerings.	X			
Youth shall be provided a quality educational program that includes instructional strategies designed to respond to the different learning styles and abilities of students.	X			
(1) The course of study shall comply with the State Education Code and include, but not be limited to, the following:	X			
(A) English/Language Arts;	X			
(B) Social Sciences;	X			
(C) Physical Education;	X			
(D) Science;	X			
(E) Health;	X			
(F) Mathematics;	X			
(G) Fine Arts/Foreign Language; and,	X			
(H) Electives (including career education).	X			
(2) General Education Development (GED) preparation shall be made available to eligible youth.	X			
(3) Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards passing California High School Exit Exam (CAHSEE) as set forth in the Education Code.			X	CAHSEE no longer in use in California
(4) The minimum school day shall be consistent with State Education Code Requirements for juvenile court schools. (Education Code Section 48645.3 - 240 minutes) The faculty administrator, in conjunction with education staff, must ensure that the procedures to deliver youth to their educational program do not interfere with the time afforded for the minimum instructional day.	X			
(c) School Discipline				
(1) The educational program shall be integrated into the facility's overall behavioral management plan and security system.	X			
(2) School staff shall be advised of administrative decisions made by probation staff that may affect the educational programming of students.	X			

1370. Education Program	YES	NO	N/A	COMMENTS
(3) Expulsion/suspension from school shall follow the appropriate due process safeguards as set forth in the State Education Code including the rights of students with special needs.	X			
(4) The facility administrator, in conjunction with education staff will develop policies and procedures that address the rights of any student who has continuing difficulty completing a school day.	X			
(d) Provisions for Individuals with Special Needs				
(1) Educational instruction shall be provided to youth restricted to high security or other special units.	X			
(2) State and federal laws shall be observed for individuals with special education needs.	X			
(3) Youth identified as limited English proficient (LEP)/ English Learners (EL) shall be afforded an educational program that addresses their language needs pursuant to all applicable state and federal laws and regulations governing programs for LEP students.	X			
(e) Educational Screening and Admission				
(1) Youth shall be interviewed after admittance and a written record prepared that documents a youth's educational history, including but not limited to:	X			
(A) School progress/school history;	X			
(B) Home language Survey and California English Language Development Test (CELDT) results to determine whether the youth is LEP/EL, fluent English proficient (FEP) as defined by the Education Code;	X			
(D) Migrant Status as defined by the Education Code;	X			
(E) Special needs, including special education eligibility when appropriate;	X			
(F) Discipline problems.	X			
(2) Youth will be enrolled in school as soon as possible, but not to exceed three school days after admission to the facility.	X			
Educational staff shall conduct an assessment to determine the youth's general academic functioning levels to enable placement in core curriculum courses.	X			
(3) After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.	X			
(4) If a youth is detained, the education staff shall immediately request the youth's records from his/her prior school(s), including but not limited to, transcripts, Individual Education Program (IEP), 504 Plan, CELDT scores, (CAHSEE) results, immunization records and exit grades.	X			

(f) Educational Reporting				
(1) The complete facility educational record of the youth shall be forwarded to the next educational placement (State Education Code).	X			
(2) The County Superintendent of Schools shall provide appropriate credit (full or partial) for course work completed while in juvenile court school.	X			
1378 Social Awareness Program If Social Awareness Programs are provided through the education program, evaluate and review the following:	X			CARE Academy, PBIS Incentive Program (Weekly Student Store)
Programs designed to promote social awareness and reduce recidivism shall be provided. Social Awareness Programs shall take into consideration the needs of male and female youth. Such programs may be provided under the direction of the County Board of Education or the chief probation officer and may include: victim awareness; conflict resolution; anger management; parenting skills; juvenile justice; self-esteem; tolerance and diversity; building effective decision making skills; appropriate gender specific programming; and, other topics that suit the needs of the youth.				
There will be a written annual record review of the program content offered is current, consistent, and relevant to the population.				

Summary of educational evaluation:

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

SUBJECT: Quarterly Report on Williams Uniform Complaints for YCOE Operated Schools Covering the Months of January, February and March 2018.	AGENDA ITEM #: 4.16
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: <div style="text-align: center;">Deborah Bruns</div>
<u>BACKGROUND:</u>	DATE: May 22, 2018

Statutory changes to the Williams Settlement as stated in California Education Code 35186 (d) requires that a school district report summarized data on the nature and resolution of all Uniform Complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. Further, the summaries must be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report must include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses must be available as public records.

Education Code 35186 (a) states that a school district shall use the Uniform Complaint process it has adopted as required by Chapter 5.1 (commencing with Section 4600) of Title 5 of the California Code of Regulations, with modifications, as necessary, to help identify and resolve any deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff, and teacher vacancy or misassignment,

The Quarterly Report on Williams Uniform Complaints Education Code 35186 is attached for Yolo County Office of Education operated schools.

RECOMMENDATION/COMMENTS: For information.

Quarterly Report on *Williams* Uniform Complaints
 [Education Code § 35186(d)]

District: YCOE

Person completing this form: Deborah Bruns Title: Director, C&I

Quarterly Report Submission Date:
 (check one)

- October 2017
- January 2018
- April 2018
- July 2018

Date for information to be reported publicly at governing board meeting: May 22, 2018

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Dr. Jesse Ortiz
 Print Name of District Superintendent


 Signature of District Superintendent

5/14/18
 Date

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

SUBJECT: Williams Quarterly Report on Yolo County Schools in Decile 1-3 Covering the Months of January, February, March 2018	AGENDA ITEM #: 4.17
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: <div style="text-align: center;">Deborah Bruns</div>
<u>BACKGROUND:</u>	DATE: May 22, 2018

Each year the County Superintendent of Schools must prepare quarterly reports for County Boards of Education that reflect the results of visits to the Decile 1-3 schools in the county, as a result of the Williams Settlement per California Education Code 1240

Please refer to the attached letter and accompanying documents.

Three districts in Yolo County are in Decile 1-3: Washington USD, Winters JUSD, and Woodland JUSD.

Davis JUSD and Esparto USD are not in Decile 1-3 but are included in the Uniform Complaints section of the report.

RECOMMENDATION/COMMENTS: For information.

***Williams Quarterly Report for Three Required Areas and
Optional Reporting of Uniform Complaints
Quarter of January, February, March 2018***

May 11, 2018

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

Dear Trustees Rodriguez, Yip, Owens, Souza Cole, and Taylor:

California *Education Code* Section 1240 requires that I visit schools identified in our county, review information in the areas noted below, and report to you the results of my visits and reviews. I am pleased to provide the third quarterly report for fiscal year 2017-2018 as required by *Education Code* section 1240(c)(2)(G) pursuant to the Williams Settlement. This report presents the results of my visits to the Williams schools in the Washington Unified, Winters Joint Unified, and the Woodland Joint Unified school districts for the period of January, February, and March of 2018.

The purpose of my visit(s) as specified in California Education Code 1240 was to:

1. Determine if students have “sufficient” standards-aligned instructional materials in four core subject areas (English language arts, mathematics, history/social science and science), including science laboratory equipment in grades 9-12, and, as appropriate, in foreign languages, and health;
2. Determine if there is any facility condition that “poses an emergency or urgent threat to the health or safety of pupils or staff”; and
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
2. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

While the Uniform Complaint data are not mandated to be a part of this report to you, they are being included so that you and the citizens of our community will have a complete understanding of the environment in which, Elkhorn Village Elementary, Riverbank K-8 Elementary, Stonegate Elementary, and Westfield Village Elementary, Waggoner Elementary, Dingle Elementary, Freeman Elementary, Gibson Elementary, Ramón S. Tafoya Elementary, and Woodland Prairie Elementary Schools are functioning.

Before proceeding with the report, let me define some basic terms:

- “Sufficient textbooks or instructional materials” means each pupil, including English language learners, has a standards-aligned textbook, or instructional materials, or both, to use in class and to take home.
- A school facility condition that poses an “emergency or urgent threat” is a “condition that poses a threat to the health or safety of pupils or staff while at school.”
- “Good Repair” means the school facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in “good repair.”

My findings were as follows:

Instructional Materials:

Washington Unified School District:

Elkhorn Village Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Riverbank Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Stonegate Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Westfield Village Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Winters Joint Unified School District:

Waggoner Elementary School:

No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Woodland Joint Unified School District:

Dingle Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Freeman Elementary School: No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.

Gibson Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Ramón S. Tafoya Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Woodland Prairie Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

School Facilities:

Washington Unified School District:

Elkhorn Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Riverbank Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Stonegate Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Westfield Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Winters Joint Unified School District:

Waggoner Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Woodland Joint Unified School District:

Dingle Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Freeman Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Gibson Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Ramón S. Tafoya Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Woodland Prairie Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

School Accountability Report Card:

The SARC reports for 2016-17 were due to be posted on school websites as of February 1, 2018. These reports will be reviewed for compliance in the third quarter.

Washington Unified School District:

Elkhorn Village Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: School Facility Conditions and Planned Improvements shows no list of repairs needed and no actions taken or planned for the repairs

These remedies will be reported in the 4th Quarter Williams Report

Riverbank Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: School Facility Conditions and Planned Improvements shows no list of repairs needed and no actions taken or planned for the repairs.

These remedies will be reported in the 4th Quarter Williams Report

Stonegate Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: School Facility Conditions and Planned Improvements shows Electrical was reported as “fair” and should be reported as “poor”, and no list of repairs needed and no actions taken or planned for the repairs.

These remedies will be reported in the 4th Quarter Williams Report

Westfield Village Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18) shows materials listed for students 5th-12th grades that should be deleted. School Facility Conditions and Planned Improvements shows no list of repairs needed and no actions taken or planned for the repairs.

These remedies will be reported in the 4th Quarter Williams Report

Winters Joint Unified School District:

The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18) the year of adoption for materials was missing.

Remedies will be reported in the 4th Quarter Williams Report.

Woodland Joint Unified School District:

Dingle Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18), the Science curriculum includes Holt, Rinehart, & Winston for 6th grade which are not from the current adoption so that box should not be checked. The School Facility and Planned Improvements show 2015 Facility Inspection Tool (FIT) Report information and should reflect 2016 FIT Report information.

Remedies will be reported in the 4th Quarter Williams Report.

Freeman Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18), the Science curriculum includes Holt, Rinehart, & Winston for 6th grade which are not from the current adoption so that box should not be checked. The School Facility and Planned Improvements show 2015 Facility Inspection Tool (FIT) Report information and should reflect 2016 FIT Report information.

Remedies will be reported in the 4th Quarter Williams Report.

Gibson Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18), the Science curriculum includes Holt, Rinehart, & Winston for 6th grade which are not from the current adoption so that box should not be checked. The School Facility and Planned Improvements show 2015 Facility Inspection Tool (FIT) Report information and should reflect 2016 FIT Report information.

Remedies will be reported in the 4th Quarter Williams Report.

Ramón S. Tafoya Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18), the Science curriculum includes Holt, Rinehart, & Winston for 6th grade which are not from the current adoption so that box should not be checked. The School Facility and Planned Improvements show 2015 Facility Inspection Tool (FIT) Report information and should reflect 2016 FIT Report information.

Remedies will be reported in the 4th Quarter Williams Report.

Woodland Prairie Elementary School: The 16-17 SARC was reviewed March 19, 2018. Findings included: Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18), the Science curriculum includes Holt, Rinehart, & Winston for 6th grade which are not from the current adoption so that box should not be checked. The School Facility and Planned Improvements show 2015 Facility Inspection Tool (FIT) Report information and should reflect 2016 FIT Report information.

Remedies will be reported in the 4th Quarter Williams Report.

Teacher Misassignments and Teacher Vacancies:

Quarterly report submissions were reviewed. No complaints were received during this quarter.

Uniform Complaints:

A review of the quarterly submissions from all five Yolo County districts showed:

Davis Joint Unified School District – No complaints

Esparto Unified School District – No complaints

Washington Unified School District – No complaints

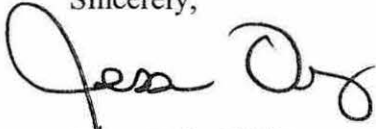
Winters Joint Unified School District – No complaints

Woodland Joint Unified School District – No complaints

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

In conclusion, let me assure each of you receiving this report that the Yolo County Office of Education is available to support the actions that may be needed to be taken to address the needs identified in my report.

Sincerely,

A handwritten signature in black ink, appearing to read "Jesse Ortiz". The signature is fluid and cursive, with a large initial "J" and a stylized "O".

Jesse Ortiz, Ed.D.
Superintendent

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

SUBJECT: Head Start/Early Head Start Reports	AGENDA ITEM #: 4.18
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Gail Nadal and Crissy Huey
<u>BACKGROUND:</u>	DATE: May 2018

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 only.

**Executive Summary
2017/2018 Fiscal Year
April, 2018**

Program	Working Budget	Current Expenditures	Year-To-Date Expenditures	Encumbered	Balance	% of Budget Spent	% of Budget Encumbered	% of Budget Unspent or Not Obligated
Head Start	\$ 2,926,991	\$ 269,717	\$ 2,027,577	\$ 394,746	\$ 504,668	69.27%	13.49%	17.24%
Early Head Start	\$ 1,118,495	\$ 112,727	\$ 804,920	\$ 134,219	\$ 179,356	71.96%	12.00%	16.04%
Head Start T&TA	\$ 33,692	\$ 1,614	\$ 24,942	\$ 5,060	\$ 3,691	74.03%	15.02%	10.95%
Early Head Start T&TA	\$ 25,983	\$ 1,125	\$ 13,861	\$ 2,395	\$ 9,727	53.35%	9.22%	37.43%
Total Grant	\$ 4,105,161	\$ 385,182	\$ 2,871,299	\$ 536,420	\$ 697,442	69.94%	13.07%	16.99%

Credit Cards	Monthly Expense
Visa	\$ 9,255.93
Wal-Mart	\$ 3,673.54
Nugget/Food 4 Less	\$ 1,018.66
Interstate Oil	\$ 177.80
Total Credit Card Expense	\$ 14,125.93

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	13%
Annual Percentage	12%

Calculation of In-Kind Contributions		
	Dollars Expended	
	Year-To-Date	In-Kind Required
Head Start:	\$ 2,027,577.16	\$ 506,894.29
Head Start T & TA:	\$ 24,941.64	\$ 6,235.41
Early Head Start:	\$ 804,919.50	\$ 201,229.88
Early Head Start T & TA:	\$ 13,861.01	\$ 3,465.25
Total	\$ 2,871,299.31	\$ 717,824.83
	Amount Required:	\$ 717,824.83
	Actual In-Kind:	\$ 958,603.46
	*Surplus/(Deficit):	\$ 240,778.63

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

CACFP Meal Reimbursement: March 2018			
	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount
Breakfast	2041	\$ 3571.75	\$ 350.44
AM Snacks		\$ -	\$ -
Lunch	3392	\$ 11,744.80	\$ 582.41
PM Snacks	3063	\$ 2,695.44	\$ -
	Total Reimbursement	\$	18,944.84

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

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	33,692	0	33,692	0	13,375	0	20,317	60.30%	
Total Revenues	33,692	0	33,692	0	13,375	0	20,317	60.30%	
Expenditures									
Salaries	9,454	(9,454)	0	0	0	0	0	0.00%	
Benefits	1,722	(1,722)	0	0	0	0	0	0.00%	
Supplies	5,354	(4,329)	1,025	0	368	0	657	64.10%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,657	(1,577)	80	0	0	0	80	100.00%	
<i>Site Supplies</i>	3,697	(2,752)	945	0	368	0	577	61.06%	
Travel & Conference	10,340	14,071	24,411	473	18,351	4,879	1,180	4.84%	
Contracted Services	3,709	1,434	5,143	1,141	4,512	180	451	8.77%	
Indirect Costs	3,113	0	3,113	0	1,711	0	1,402	45.05%	
Total Expenditures	33,692	0	33,692	1,614	24,942	5,060	3,691	10.95%	

**HEAD START
2017/2018 BUDGET
April**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %
				Current	Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	2,820,583		2,771,863	0	1,062,704		1,709,159	61.66%
Prior Year	78,689	0	78,689	0	78,689		0	0.00%
COLA & EQUIP	27,719		76,439	0	0		76,439	0.00%
Total Revenues	2,926,991	0	2,926,991	0	1,141,393	0	1,785,598	61.00%
Expenditures:								
Salaries	1,411,187	(198,418)	1,212,769	102,320	976,105	198,852	37,812	3.12%
Benefits	539,853	(88,505)	451,348	34,955	325,378	75,026	50,944	11.29%
Supplies	52,468	37,061	89,529	4,961	39,878	49,657	(6)	-0.01%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	6,696	1,000	7,696	84	1,949	1,120	4,628	60.13%
<i>Site Supplies</i>	45,772	36,061	81,833	1,012	37,930	48,537	(4,633)	-5.66%
Travel & Conference	21,519	11,803	33,322	4,048	18,849	805	13,668	41.02%
Dues & Memberships	1,933	0	1,933	0	1,262	193	479	24.78%
Insurance	13,500	(1,303)	12,197	0	12,197	0	0	0.00%
Rentals, Leases, Repairs & Noncapitalized Improvements	8,900	0	8,900	248	1,010	912	6,978	78.40%
Direct Costs for Transfer of Services	375,224	3,437	378,661	77,411	260,749	0	117,912	31.14%
Professional/Contracted Services & Operating Expenditures	106,127	213,718	319,845	45,717	171,959	56,081	91,805	28.70%
Intergovernmental Fees	2,000	1,608	3,608	56	611	2,914	83	2.31%
Land Improvements	91,692	0	91,692	0	42,972	10,306	38,414	41.89%
Indirect Costs	252,194	(901)	251,293	0	122,046	0	129,247	51.43%
Tsfer to Cafe Fund	50,394	21,500	71,894	0	54,561	0	17,333	24.11%
Total Expenditures	2,926,991	0	2,926,991	269,717	2,027,577	394,746	504,668	17.24%

EARLY HEAD START
2017/2018
April

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	1,057,497		1,057,497	0	414,835	0	642,662	60.77%
Prior Year	50,423	0	50,423	0	50,423		0	0.00%
COLA	10,575		10,575		0		10,575	
Total Revenues	1,118,495	0	1,118,495	0	465,257	0	653,237	58.40%
Expenditures								
Salaries	589,320	(48,813)	540,507	42,267	408,053	76,338	56,116	10.38%
Benefits	209,604	(40,207)	169,397	12,505	123,126	23,724	22,548	13.31%
Supplies	42,623	21,676	64,299	6,936	40,170	23,575	554	0.86%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	3,450	1,010	4,460	442	2,573	689	1,198	26.86%
<i>Site Supplies</i>	39,173	20,666	59,839	6,495	37,596	22,886	(644)	-1.08%
Travel & Conference	17,080	14,075	31,155	4,368	15,460	6,610	9,086	29.16%
Dues & Memberships	579	0	579	0	389	58	133	22.97%
Insurance	4,200	(134)	4,066	0	4,066	0	0	0.01%
Rentals, Leases, Repairs & Noncapitalized Improvements	2,300	0	2,300	69	235	315	1,750	76.09%
Direct Costs for Transfer of Services	64,487	0	64,487	13,532	41,644	0	22,843	35.42%
Professional/Contracted Services & Operating Expenditures	73,084	52,426	125,510	33,044	113,798	3,568	8,144	0.00%
Intergovernmental Fees	1,500	0	1,500	6	278	31	1,191	
Indirect Costs	101,119	977	102,096	0	50,041	0	52,055	50.99%
Tsfer to Cafe Fund	12,599	0	12,599	0	7,662	0	4,937	39.18%
Total Expenditures	1,118,495	0	1,118,495	112,727	804,920	134,219	179,356	16.04%

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

Resource 5218

Resource	CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			% %
						Year-to-date	Encumbered	Balance	
Revenues									
	All Other Federal	25,983	0	25,983	0	5,387	0	20,596	79.27%
	Total Revenues	25,983	0	25,983	0	5,387	0	20,596	79.27%
Expenditures									
	Salaries	6,940	(6,940)	0	0	0	0	0	0.00%
	Benefits	1,263	(1,263)	0	0	0	0	0	0.00%
	Supplies	4,558	(2,243)	2,315	0	314	0	2,002	86.46%
	<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,769	(920)	849	0	0	0	849	100.00%
	<i>Site Supplies</i>	2,789	(1,323)	1,466	0	314	0	1,153	78.62%
	Travel & Conference	7,681	9,419	17,100	298	9,676	2,265	5,160	
	Contracted Services	3,140	1,027	4,167	826	3,029	131	1,007	24.18%
	Indirect Costs	2,401	0	2,401	0	843	0	1,558	64.89%
				0					
	Total Expenditures	25,983	0	25,983	1,125	13,861	2,395	9,727	37.43%

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

Month	Year	Location									Grand Total	
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln/Plainfield	Valley Oak	Westfield/Elkhorn		
July	2017	\$ 6,077.51	\$ 528.74	\$ 2,317.83		\$ 560.32	\$ 2,621.22					\$ 12,105.62
August	2017	\$ 6,301.64	\$ 817.27	\$ 2,889.61	\$ 796.10	\$ 520.16	\$ 1,945.61	\$ 2,039.56	\$ 1,007.50	\$ 911.91		\$ 17,229.36
September	2017	\$ 325,118.06	\$ 1,005.70	\$ 3,795.27	\$ 736.03	\$ 433.90	\$ 3,517.15	\$ 6,416.63	\$ 1,966.39	\$ 2,070.58		\$ 345,059.71
October	2017	\$ 8,098.87	\$ 455.61	\$ 4,046.46	\$ 1,066.11	\$ 717.20	\$ 5,155.63	\$ 8,680.20	\$ 2,446.03	\$ 1,718.42		\$ 32,384.53
November	2017	\$ 10,172.44	\$ 413.83	\$ 4,224.02	\$ 974.15	\$ 682.78	\$ 4,452.37	\$ 6,004.95	\$ 2,543.04	\$ 1,811.11		\$ 31,278.69
December	2017	\$ 424,644.63	\$ 188.26	\$ 1,957.26	\$ 693.55	\$ 418.12	\$ 2,485.71	\$ 3,737.06	\$ 2,695.98	\$ 1,964.99		\$ 438,785.56
January	2018	\$ 5,952.00										\$ 5,952.00
February	2018	\$ 6,701.91	\$ 466.01	\$ 3,856.56	\$ 1,399.44	\$ 373.49	\$ 4,034.98	\$ 8,023.54	\$ 2,176.91	\$ 1,646.53		\$ 28,679.37
March	2018	\$ 8,580.45	\$ 697.47	\$ 4,345.20	\$ 892.20	\$ 599.06	\$ 3,364.17	\$ 7,092.42	\$ 1,969.08	\$ 1,732.57		\$ 29,272.62
April	2018	\$ 5,952.00										\$ 5,952.00
May	2018	\$ 5,952.00										\$ 5,952.00
June	2018	\$ 5,952.00										\$ 5,952.00
		\$ 819,503.51	\$ 4,572.89	\$ 27,432.21	\$ 6,557.58	\$ 4,305.03	\$ 27,576.84	\$ 41,994.36	\$ 14,804.93	\$ 11,856.11		\$ 958,603.46

Total Contribution Due based on actual dollars claimed:

		Dollars Expended as of April 30, 2018	In-Kind Required
JJZMOM	Head Start:	2,027,577.16	506,894.29
JJZMOM	Head Start T & TA:	24,941.64	6,235.41
	Early Head Start:	804,919.50	201,229.88
	Early Head Start T & TA:	13,861.01	3,465.25
	Total:	2,871,299.31	717,824.83

Amount Required: 717,824.83
Actual In-Kind: 958,603.46

*Surplus/(Deficit): 240,778.63

Surplus(Deficit): 240,778.63

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

**Child & Adult Care Food Program
Claim For Reimbursement Summary for March 2018**

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
Mar 2018	0	05/02/2018	05/02/2018		Original

Child Care

	Free	Reduced	Base	Total
Enrollment Totals	157	0	0	157
Eligibility Percentages	100%	0%	0%	100%

Agency Totals	Meals/Snacks	Federal Rate	Reimbursement Amount
Lunch			
Free	787	3.2300	2,542.01
Reduced	0	2.8300	0.00
Base	0	0.3100	0.00
CIL	787	0.2325	182.98
Total	787		2,724.99

PM Snack			
Free	2,476	0.8800	2,178.88
Reduced	0	0.4400	0.00
Base	0	0.0800	0.00
Total	2,476		2,178.88

Head Start

Agency Totals	Meals/Snacks	Federal Rate	Reimbursement Amount
Breakfast			
Free	2,041	1.7500	3,571.75
Reduced	0	1.4500	0.00
Base	0	0.3000	0.00
Total	2,041		3,571.75

Lunch			
Free	2,605	3.2300	8,414.15
Reduced	0	2.8300	0.00
Base	0	0.3100	0.00
CIL	2,605	0.2325	605.66
Total	2,605		9,019.81

PM Snack			
Free	587	0.8800	516.56
Reduced	0	0.4400	0.00
Base	0	0.0800	0.00
Total	587		516.56

Claim Reimbursement Total **18,011.99**

State Reimbursements

Meal Description	Meals	State Rate	State Earnings
Total Breakfast	2,041	\$0.1717	\$350.44
Total Lunches	3,392	\$0.1717	\$582.41
Total			\$932.85

Agency Claim Reimbursement Totals	Meal Reimbursement	CIL Reimbursement	State Reimbursement	Totals
Current Claim Reimbursement Total	17,223.35	788.64	932.85	18,944.84
Previous Claim Reimbursement Total	0.00	0.00	0.00	0.00
Net Claim Reimbursement Total	17,223.35	788.64	932.85	18,944.84

Created By: kmagallanes on: 4/26/2018 10:31:40 AM Modified By: mcoombs on: 5/2/2018 12:47:05 PM

**Headstart / Early Head Start
2017/2018 Fiscal Year
Administrative Percentage Calculation
April 30, 2018**

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	\$ 90,015.55	\$ 1,183.25

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 385,182.41	All Grants
Required 20 percent NFS	\$ 96,295.60	Non Federal Share
Total Approved Costs	<u>\$ 481,478.01</u>	
15% Administrative Cost Limitation	<u>\$ 72,221.70</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 1,183.25	Per Above Calculation in step 1
School Admin	\$ 23,223.35	Staff charged to Administration
General Admin	\$ 38,906.17	Indirect
Total	<u>\$ 63,312.76</u>	

Grant Expenditures	\$ 382,182.41
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 382,182.41</u>

Currently Charged Admin Costs	\$ 63,312.76
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 63,312.76</u>

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

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 13%

Calculation of Administrative Salaries

\$	9,639.64	Per Budget Report Object code 1xxx
\$	3,797.66	Per Budget Report Object code 2xxx
\$	3,713.26	Per Budget Report Object code 3xxx
\$	<u>17,150.56</u>	Total Salary Costs Charged to Admin
\$	17,150.56	Per Employer Paid Benefit History Report
\$	-	Pay Corrections I. Arrezola)
\$	<u>17,150.56</u>	

		Salary Costs that should be Program Support
\$	25,122.83	Total 1-6xxx admin costs from Budget Report
\$	1,736.51	Less 50% - Vanessa Quintana Program Support
\$	400.72	Less 50% Kathleen Glassman - Program Support
\$	60.86	Less 50% Cesar Silva - Program Support
\$	176.89	Less 50% Lizette Castillo - Program Support
\$	-	Less 50% Sue Lomax - Program Support
\$	-	
\$	-	
\$	23,223.35	Total Administrative Costs

**Headstart / Early Head Start
2017/2018 Fiscal Year
Administrative Percentage Calculation
July through April**

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	\$ 320,019.46	\$ 4,206.62

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 2,871,299.51	All Grants
Required 20 percent NFS	\$ 717,824.88	Non Federal Share
Total Approved Costs	<u>\$ 3,589,124.39</u>	
15% Administrative Cost Limitation	<u>\$ 538,368.66</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 4,206.62	Per Above Calculation in step 1 Staff charged to Administration Indirect
School Admin	\$ 178,628.17	
General Admin	\$ 259,436.32	
Total	<u>\$ 442,271.12</u>	

Grant Expenditures	\$ 2,591,462.42
Less Capital Outlay	\$ 42,972.00
= Expenditures subject to indirect	<u>\$ 2,548,490.42</u>

Currently Charged Admin Costs	\$ 442,271.12
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 442,271.12</u>

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

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 12%

Calculation of Administrative Salaries

\$	105,173.98	Per Budget Report Object code 1xxx
\$	33,305.74	Per Budget Report Object code 2xxx
\$	36,898.54	Per Budget Report Object code 3xxx
\$	<u>175,378.26</u>	Total Salary Costs Charged to Admin

\$	177,903.14	Per Employer Paid Benefit History Report
\$	<u>(2,524.88)</u>	Pay Corrections I. Arrezola)
\$	175,378.26	

Salary Costs that should be Program Support

\$	199,912.84	Total 1-6xxx admin costs from Budget Report
\$	17,372.60	Less 50% - Vanessa Quintana Program Support
\$	3,046.03	Less 50% Kathleen Glassman - Program Support
\$	494.48	Less 50% Cesar Silva - Program Support
\$	228.24	Less 50% Lizette Castillo - Program Support
\$	1,539.31	Less 50% Sue Lomax - Program Support
\$	49.45	Less 50% Bonnie Fee - Program Support
\$	-	
\$	-	
\$	178,628.17	Total Administrative Costs

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

SUBJECT: Alternative Education Attendance Report	AGENDA ITEM #: 4.19
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Garth Lewis
	DATE: May 23, 2018

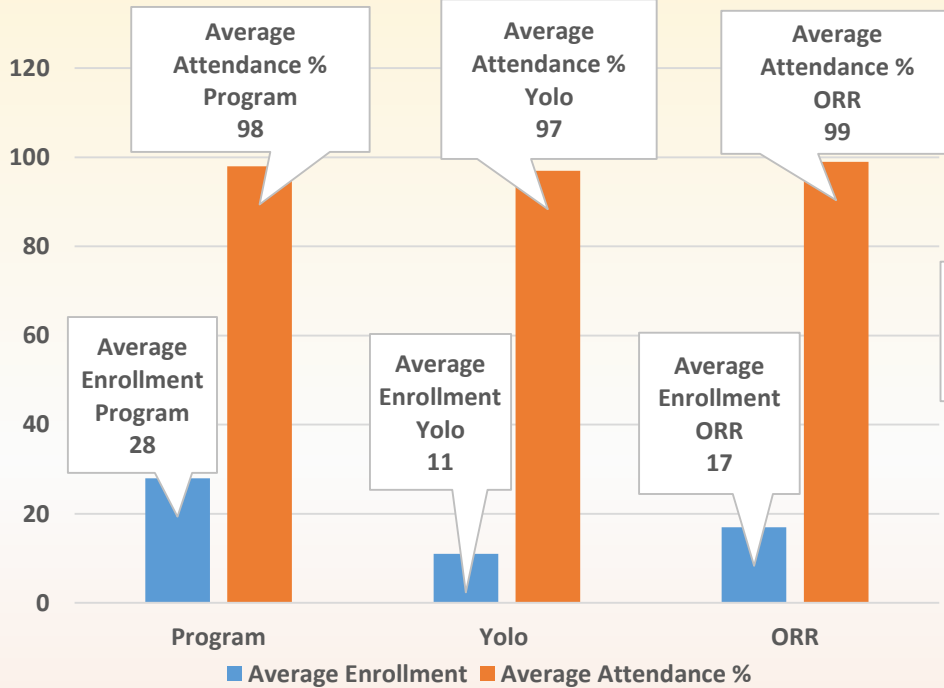
BACKGROUND:

Garth Lewis, Assistant Superintendent, will present information on the attached attendance report for Alternative Education.

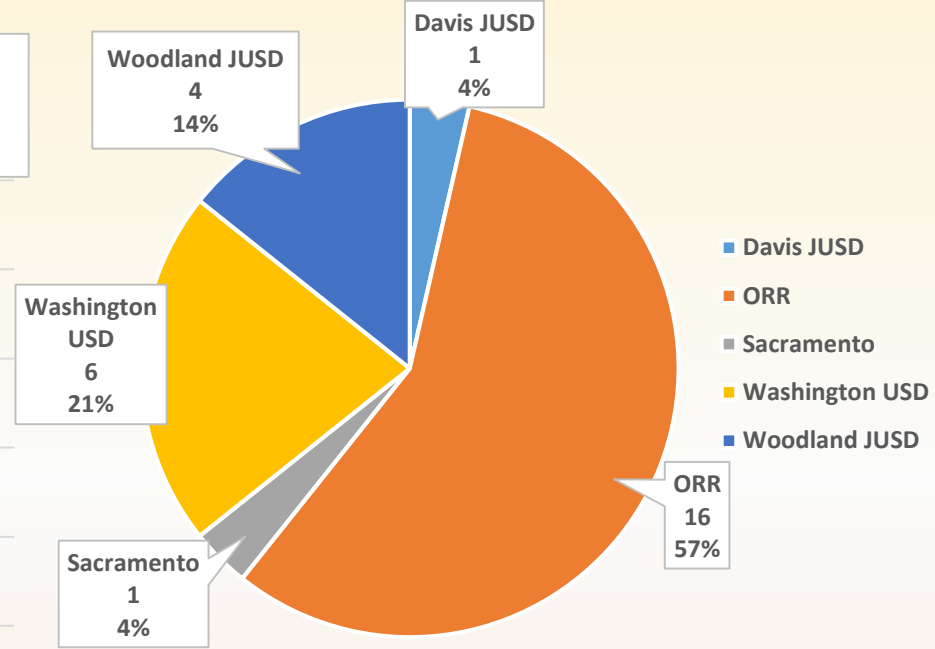
RECOMMENDATION/COMMENTS: For information.

2017-2018 Dan Jacobs School Attendance Month 9

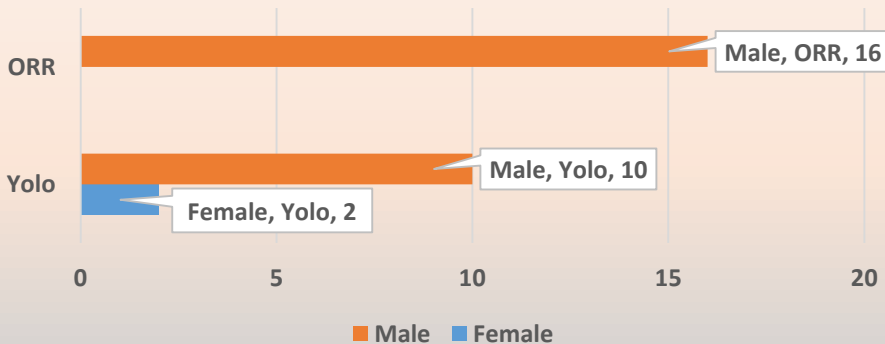
Average Enrollment and Attendance %
Attendance Period 7/1/2017 – 3/16/2018



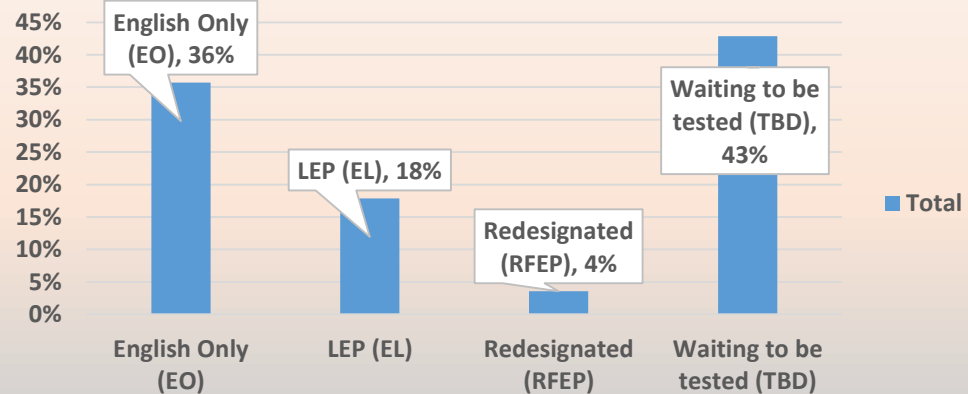
School District of Residence/Program



Gender

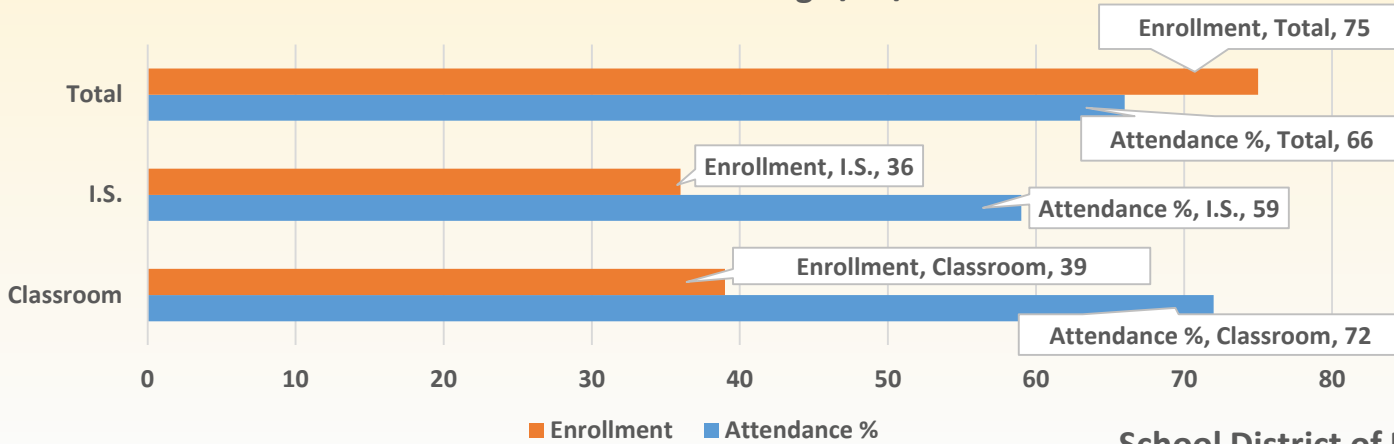


Language Fluency and Special Ed %
(No Special Ed to report)

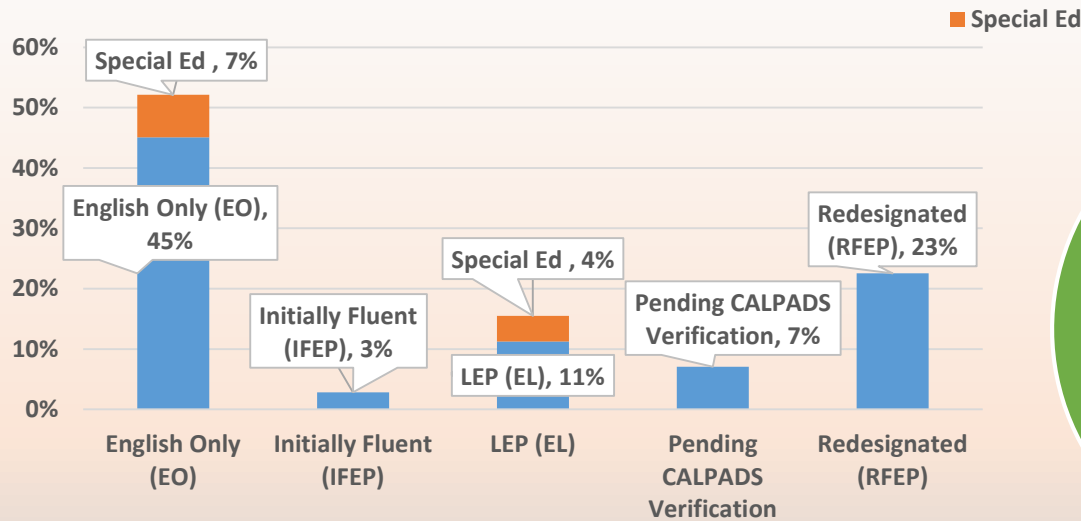


2017-2018 Cesar Chavez Community School - Woodland Attendance Month 8

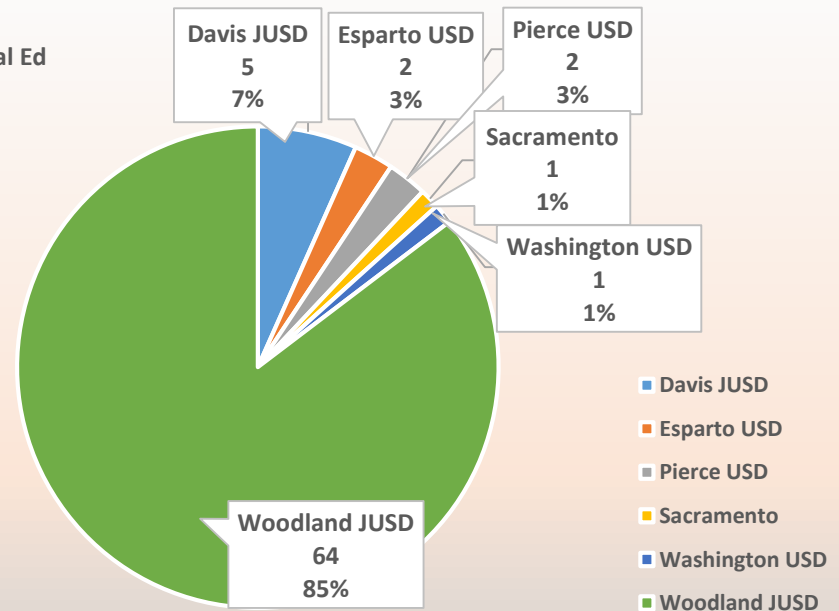
Enrollment and Average Attendance %
Attendance Period Ending 4/13/2018



Language Fluency and Special Ed %

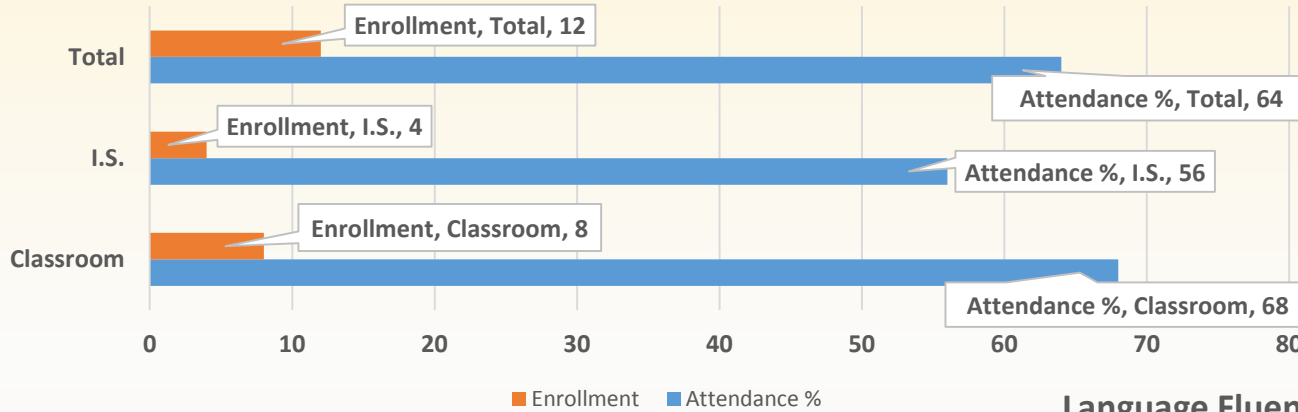


School District of Residence

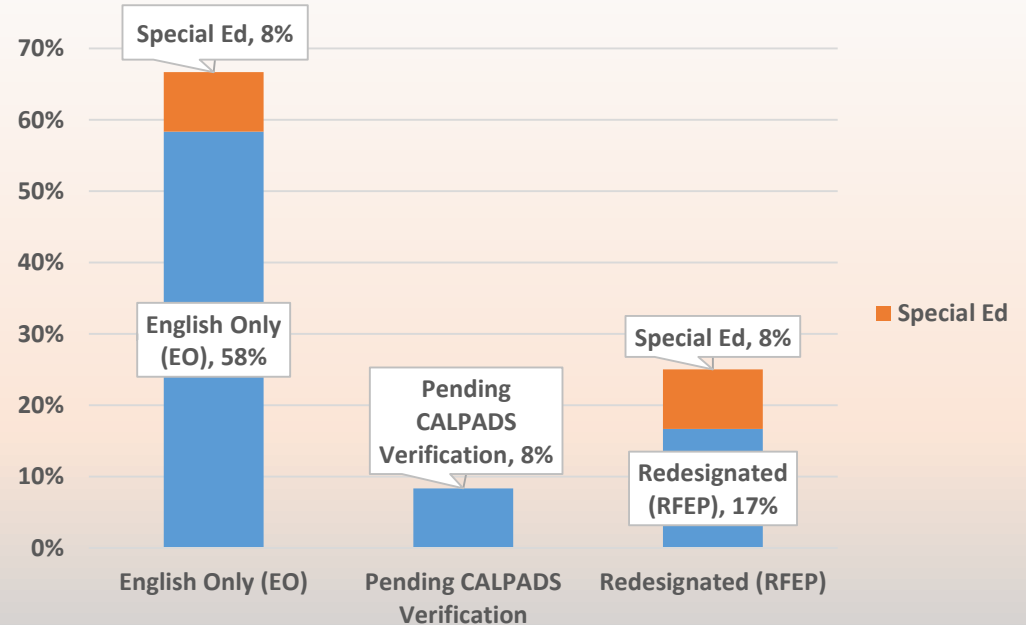


2017-2018 Cesar Chavez Community School – West Sacramento Attendance Month 8

**Enrollment and Average Attendance %
Attendance Period Ending 4/6/2018**

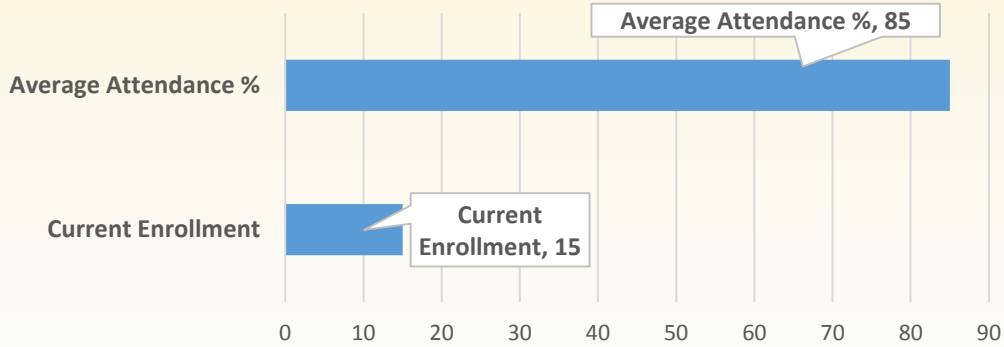


Language Fluency and Special Ed %

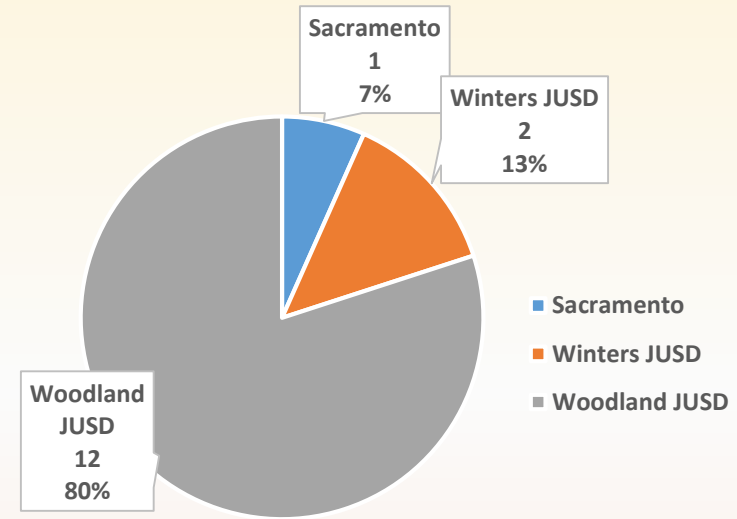


2017-2018 YCCP (Yolo County Conservation Partnership) Attendance Month 8

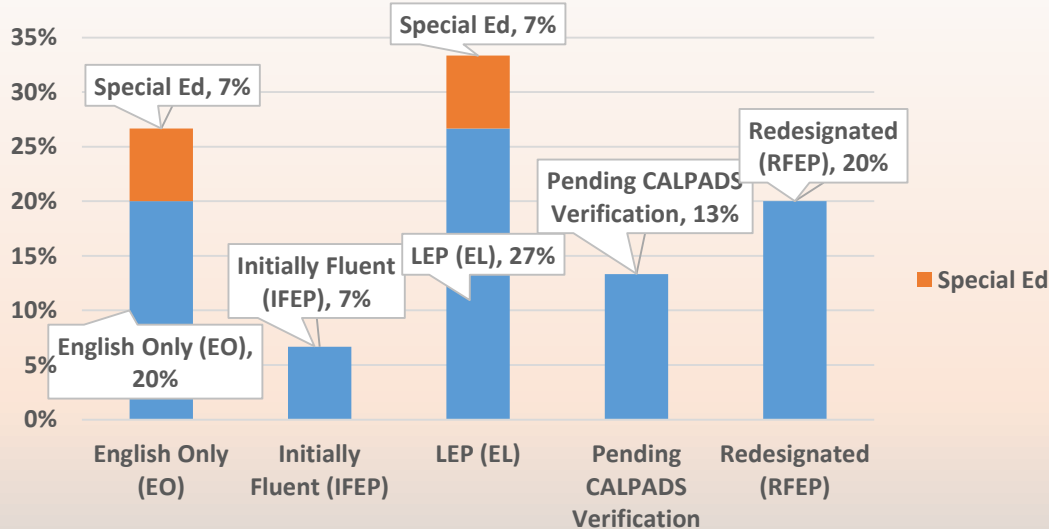
Enrollment and Average Attendance %
Attendance Period 8/21/2017 - 4/13/2018



School District of Residence



Language Fluency and Special Ed %



YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Superintendent's Compensation Study/Educational Management Solutions (EMS) Report	AGENDA ITEM #: 4.20
PER: <input type="checkbox"/> BOARD REQUEST <input checked="" type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent's Compensation Committee: Board President Cirenio Rodriguez Board Vice President Shelton Yip
<u>BACKGROUND:</u>	DATE: May 22, 2018

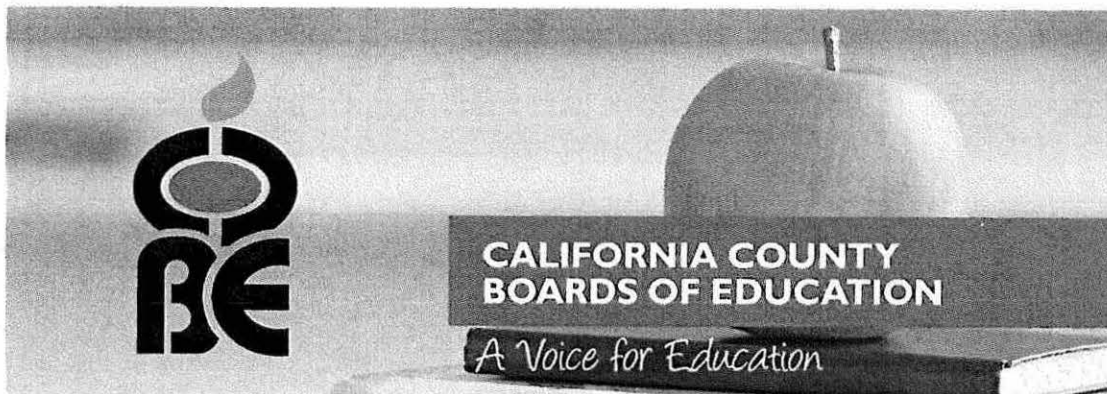
Superintendent's Compensation/YCOE Educational Management Solutions (EMS) Study

In 2017 YCOE contracted with EMS to complete a classification and compensation study for all positions. Information will be shared on the EMS study and salaries of management and how this may impact the elected 2019 superintendent and current superintendent contract salary which ends June 30, 2018.

Attached for your review is:

1. California County Board of Education (CCBE) Superintendent's Compensation Report
2. Yolo County Board of Education Board Bylaws 9251: County Superintendent's Compensation
3. Compensation for district Superintendent's within Yolo County as of May 4, 2018
4. County Superintendent's Compensation Survey as January 12, 2018: Class IV Counties
5. August 20, 2014 County Superintendent Salary opinion from Heather Edwards, Attorney at Law

RECOMMENDATION/COMMENTS: For information.



CCBE SUPERINTENDENT COMPENSATION TASK FORCE REPORT

Introduction

Background. The California County Boards of Education believes that the county superintendent of Schools renders services that promote the success of students and the educational programs of the county office of education, and that anyone occupying the position should be fairly compensated for his/her service. In accordance with law, the county board shall fix the compensation of the county superintendent and may adopt a remuneration package that includes, but is not limited to, salary, allowances, health and welfare benefits, and other benefits as appropriate. (California Constitution, Article IX, Section 3.1(b)).

Because of the complex, political, and sensitive nature of this responsibility, and because county board members take this duty seriously, county board members asked CCBE in December 2016 that a task force be brought together to research and analyze current policies on county superintendent remuneration processes and create a common practices and guidelines report.

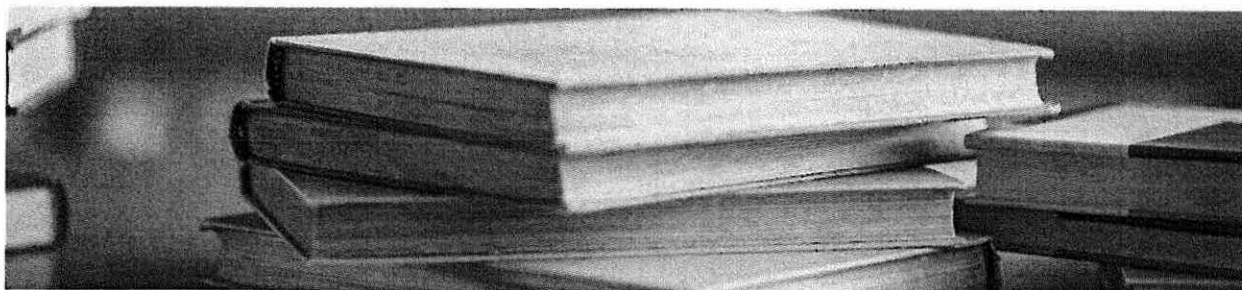
Process. The Superintendent Compensation Task Force met April 19, June 14, August 3, September 27 and November 1. The first step of the Task Force was to reach out to all 58 counties to request a copy of their policy and practice for setting the superintendent's salary and compensation. The Task Force had many interesting, probing, and detailed discussions about these policies and practices. As more information was gathered, more questions were raised.

After reviewing CSBA's sample county board bylaw policy BB 9500, which listed the legal requirements of setting the superintendent salary, and after much discussion, the Task Force decided to provide a list of key practices county boards could follow to help them in setting the superintendent compensation. With that goal in mind, the members of the Task Force reviewed the policies and processes they were able to collect and set to work. One of the most interesting aspects of our meetings was the depth and breadth of our discussions and the willingness of the Task Force members to consider all the possibilities of our charge.

It has been fascinating to study the different processes county offices use to determine their superintendent's compensation, and interesting to note that a number of counties have no officially adopted process or policy in place. So far to date, out of 58 counties, 45 county offices provided copies of either their superintendent compensation policy or practice.

Thank you to Charlyn Tuter and Jenn Ng, who organized our materials and meetings; Amanda Dickey from CCSESA who attended meetings and provided great insights; and the Task Force members who were diligent about collecting county board superintendent compensation policies and practices and provided insightful analysis.

2017 Superintendent Compensation Task Force: Juliana Feriani, Chair (Tuolumne COE), Bruce Dennis (Riverside COE), Joe Enea (Tulare COE), Jennifer Kresge (Napa COE), Harvey Kuffner (Monterey COE), Bill Owens (Yolo COE), Amanda Dickey (CCSESA), and Charlyn Tuter (CCBE).



History

The offices of county boards of education and county superintendents were established in the mid-1800s and have seen many changes in their structure and function.

The position of *county superintendent* was established in 1849 by the California Constitution, but was an *ex officio* duty of the county assessor. Over the next 30 years, the office of county superintendent was created by statute, then made elective, and then made a constitutional office. In 1976, voters in each county were given the authority to determine whether the superintendent would be elected by the voters in the county or appointed by the county board of education.¹

County boards had their origin of sorts in 1860 when the legislature created county “boards of examination.” These boards were headed by the county superintendent and were responsible for examining teachers and issuing certificates. Then, in 1881, the legislature created county boards of education comprised of the county superintendent and four board members (including two experienced teachers). An amendment to the constitution in 1884 required that the legislature provide boards of education with the same powers prescribed for the boards of examination in the 1860 statute. It was not until 1956 that the first *elected* county boards of education took office.

In 1976, a constitutional amendment gave county boards the power to set the salary of the county superintendent.

Structure & Relationships. County superintendents are selected in California by one of three ways. In 53 of the 58 counties, the county superintendent is an elective office. In four counties (San Diego, Santa Clara, San

Francisco and Sacramento), the superintendent is appointed by the county board of education, and in Los Angeles county, both the superintendent and the board of education are appointed by the county board of supervisors.

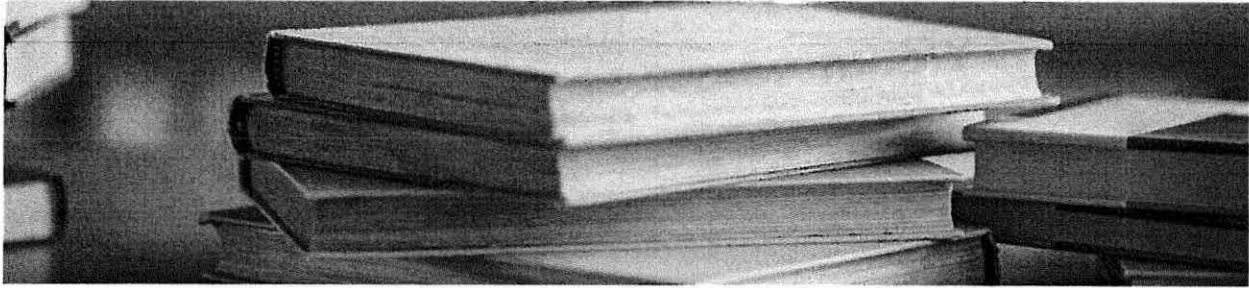
The relationship between the county board and the county superintendent is not the same in all county offices. The law is not always clear in defining the respective roles of the board and superintendent, so each county board and superintendent may have their own understanding based on practice and governance philosophies.

Given the sometimes unclear nature of county office governance responsibilities, open communication and strong collaboration between the board and superintendent are essential. Equally important is strong teamwork among the board themselves. How a board governs can be as important as what the board does since the board’s manner and integrity send an important message to the public about the quality of leadership in the community’s schools and programs. The manner in which board members individually and collectively fulfill their governance roles and responsibilities has a strong impact on the public’s perception of our schools.

The County Board has been elected by the community to provide leadership and citizen oversight of the County Office.

An effective board, then, is one in which trustees work with each other and the superintendent in a professional manner and with a focus on the ultimate goal of improving student achievement. When the board

¹ California County Boards of Education. “County Board Guide to Effective Governance Handbook.” February 2015. www.theccbe.org/Resources/CountyBoardGovernance/.



and superintendent work well together, a climate of trust and confidence is created.

Legal Authority

Some general duties of the county board of education are established in Education Code sections 1040-42. These include, but are not limited to, approving the county office of education's budget; reviewing interim financial reports and the annual audit; fixing the salary of the county superintendent; serving as an appeals body for student expulsions, inter-district transfers and charter petition denials and non-renewals; adopting courses of study for some programs and evaluating program effectiveness; approving and overseeing charter schools; and adopting rules and regulations for the board's own governance.

As was stated earlier, a State Constitutional Amendment in 1976 specifically gave the county boards of education the authority to set the salary of the county superintendent of schools. The Education Code also addresses the salary issue. The county board fixes the salary of the county superintendent (California Constitution, Article IX, Section 3.1(b)).

Although Education Code 1207 states that the salary of the county superintendent of schools may not be lowered during his/her term of office, the Attorney General has opined that a county board may increase or decrease the county superintendent's salary at any point during the term for which the county superintendent was elected but that any salary decrease may not be retroactive. As a reminder, although opinions of the Attorney General may be influential, they are advisory only. Therefore, due to the conflict recognized by the Attorney General between the California Constitution and Education Code 1207, prior to decreasing a county

superintendent's salary, it is strongly recommended that the county boards of education first contact legal counsel.

The county superintendent may not increase his or her own salary, financial remuneration, benefits or pension in any manner or for any reason without first bringing the matter to the county board for discussion and approval at a regularly scheduled board meeting (Education Code 1209).

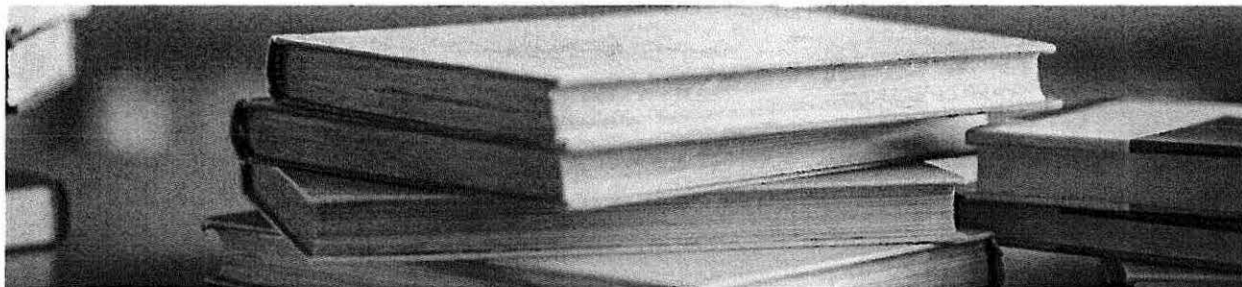
All travel expenses incurred by the county superintendent and county office staff are paid for pursuant to regulations adopted by the county board (Education Code 1081, 1200).

The county board has a limited role in personnel issues. In the four counties where the superintendent is appointed by the board of education, the board hires and evaluates the superintendent; in 53 counties because the county superintendent is elected, the board does not. Furthermore, it is the county superintendent who is responsible for all the other employees in the county office of education.

In four California counties that appoint the superintendent, the county board hires the superintendent. In these cases, the board has an opportunity to select and enter into a contract with the superintendent who is the best match for the county office at a particular stage of its growth and development.² The board does this by evaluating the current and long-term needs of the county office and establishing an appropriate process for recruitment and selection.

These four boards also have an opportunity, consistent with the terms of the contract, to evaluate the superintendent and to hold him/her accountable for achieving the county's objectives. There is no one

² It is a common practice in small counties for the district governing board of the county unified school districts to contract with the elected county superintendent to perform the duties of the district superintendent.



evaluation system that will meet the needs of every board. Evaluation criteria should be based on the vision and goals of each county office and should be specified at the time of the superintendent's employment. The evaluation process also ensures that there is ongoing communication between the board and superintendent, and provides an opportunity to discuss and set new goals and expectations for the coming year.

In Los Angeles County where the Board of Supervisors hires the county superintendent and appoints the county board of education members, the county superintendent is evaluated by the Board of Supervisors.

When the superintendent is an elected position, however, the board does not evaluate or hold the superintendent accountable for his/her performance — the voters do. Boards may encourage updates from the superintendent on his/her activities and accomplishments of the county office of education. If there happens to be a vacancy during the elected superintendent's term, then the county board may appoint someone to fill the vacancy until the next election (Education Code 1042(e)).

The County Board shall ensure that the County Office is responsive to the values, beliefs, and priorities of the community.

Considerations for Setting the Superintendent Compensation

To establish the facts on the ground and encourage an informed discussion among the county board, the following key questions may be important to ask.

Explore these questions:

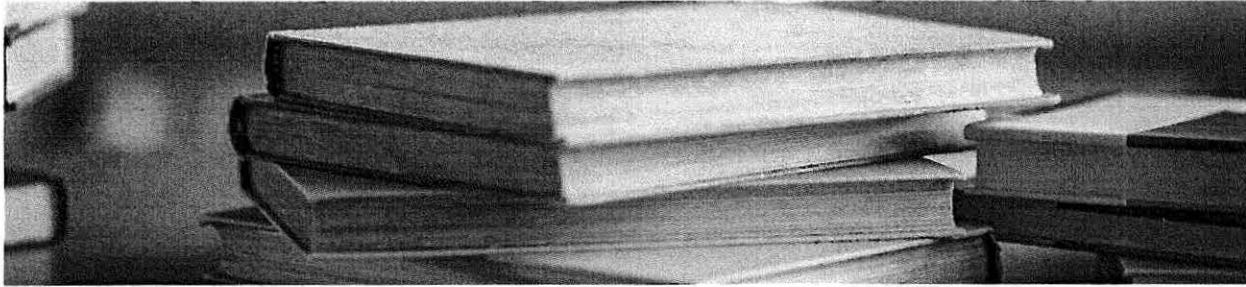
- What is the basis for the salary determination?
- How often should salary be evaluated? Annually? Bi-Annually?
- When should salary be evaluated? After all the managers and employees have received a salary adjustment?
- Should the salary be maintained or increased?

Good basis for determining an equitable salary:

- Relationship to other county superintendents in the same class counties with comparable cost of living?
- Relationship to district superintendents in the county?
- Relationship to compensation that county employees receive? Specifically compensation of cabinet members?
- Relationship to other county administrators?
- Cost of living adjustment? Consider linking salary increase to a percentage given to teachers?

Components of Compensation:

- Base salary.
- Benefits such as medical, vision, dental.
- Vacation and sick leave.
- Automobile allowance?
- Performance bonus based on achieving certain objectives?
- Life insurance? Deferred compensation? Annuity?
- Professional dues? Service Organizations?
- Expenses for cell phone?
- Miscellaneous expenses?
- What have been the past practices at the county?



Other Contract Provisions:

- Additional duties and responsibilities? Adjunct employment? Consulting? University teaching?
- Length of the work year?
- Multiple year contracts?
- Annual step increases? (Remember legal obligation to discuss and vote on any increases at a regularly scheduled public meeting.)

The following are key component recommendations.

- Is your board policy current? Develop a board policy and process regarding superintendent compensation that is based on your counties practices.
- Review and follow legal requirements. (i.e., adopt the CSBA GAMUT sample policy BB 9500.)
- Appoint a Superintendent Compensation Committee of county board members.
- Specify timeline for reviewing the Superintendent salary.
- In an election year, set salary range before the primary elections.
- Review salary annually and report to the board.
- Compare total compensation (not just salary) to total compensation.
- Review superintendent compensation past practices in your county.
- Review Superintendent Accomplishments. The board takes its legal role and responsibility in setting the superintendent's salary and compensation seriously and understands its role in representing the public's interest. Boards may encourage updates from the superintendent on his/her activities and accomplishments of the county office of education.

Suggested Procedural Outline

1. Understand County Board Responsibility and Authority
 - a. State Constitution.
 - b. Education Code.
 - c. Attorney Decisions.
 - d. GAMUT County Board Bylaw 9500.
2. Determine Process and Procedure
 - a. Timing to review and update salary determination. In an election year, set salary range before the primary elections.
 - b. Benefits and other factors to be considered. Identify other compensation packages to consider in determining superintendent's compensation (e.g., comparable positions in surrounding communities)
3. Appoint Superintendent Compensation Committee
 - a. Less than a quorum of Board members.
 - b. Identify staff assistants to gather salary and benefits information on comparable school and public officials.
 - c. Review Superintendent's Accomplishments.
 - d. Digest information and determine salary and benefits recommendation.
 - e. Agendize committee recommendations for public discussion and Board decision.
4. Review Process and Revise if Necessary

Conclusion

Copies of the officially adopted board County Superintendent Remuneration policies that were received are available to view on CCBE's web site at www.theccbe.org/Resources/SampleCountyBoardPolicies/. Other county processes received influenced the report itself but will not be included in the appendix.

County Superintendent's Compensation

The California Constitution, Article IX, Section 3.1(b) empowers the County Board of Education to fix the compensation of the County Superintendent of Schools at a time and in an amount determined by the County Board of Education.

It shall be the policy of the Yolo County Board of Education that determination of the Superintendent's annual compensation may consider the anticipated COE annual budget and the percent increase (awarded to) County Office of Education classified, certificated and administrative personnel, subject to the requirements of California Education Code Section 1207.

Legal Reference:

California Education Code § 1207

Process for Setting Superintendent's Compensation (to be reviewed annually)

The California Constitution, Article IX, Section 3.1(b) empowers the County Board of Education to fix the compensation of the County Superintendent of Schools at a time and in an amount determined by the County Board of Education. The following protocol and criteria may serve as guidelines for the Board and Superintendent, it being understood that the Board reserves its plenary authority to establish the Superintendent's Total Compensation. Throughout this process, the County Board of Education shall be mindful of its fiscal responsibility to the public; and act in the best interest of the Yolo County Office of Education, the students served by the county office and the broader community context.

A. Protocols and Criteria Guidelines

1. The Board will annually review the Superintendent's Total Compensation for purposes of considering an adjustment for the fiscal year. Any adjustment may be retroactive to be in line with the Fiscal Year.
2. A Compensation Committee of two (2) Board Members shall be appointed annually at the Organizational Meeting in December in order to conduct the review, confer with the superintendent regarding total compensation and develop a recommendation to present to the Board for consideration.

This annual review may include the following data:

- Total Compensation cost for Superintendents within like County Offices of Education.
- Total Compensation cost for district Superintendents within the Yolo County boundaries.
- Total Compensation cost for County of Yolo Officials responsible for similar sized County departments or agencies.
- Information on the change in total compensation for YCOE employee groups including recognition of discrete pay increase amounts in addition to percentages, including the cost of step and column and medical benefits.
- Context of the County Office of Education annual budget(s).
- Applicable Cost of Living Indexes.

- Other criteria or information that the Committee may consider relevant to the Board's decision and wish to submit for the Board's consideration.
3. Every four years, in the final year of the incumbent's term, the Superintendent's Compensation Committee shall complete a comprehensive study of the Superintendent's Total Compensation which study shall be presented to the Board. During the years where a comprehensive survey is completed the following information will be gathered from the jurisdictions listed above in number A(2) and will be compiled. The Committee may establish additional criteria for data to be collected for the comprehensive study. The Compensation Committee may choose to recommend to the Board, and the Board may adopt a total compensation range for the Office of County Superintendent for the upcoming term.

B. Board Action

1. A preliminary discussion of Total Compensation for the Superintendent will take place before the entire board. This item will be placed on the Board Agenda before any recommended package is presented by the Compensation Committee.
2. Recommended compensation package is initially presented by the Compensation Committee to the County Board as a discussion Agenda item. The Compensation Committee shall provide a report to the Board annually whether or not it recommends a change in compensation.
3. The Superintendent's Total Compensation package recommended by the Compensation Committee is presented to the County Board as an Action Agenda Item. Board action shall be taken whether or not there is an adjustment in compensation.

C. Setting Salary for New Superintendent

In a year wherein the incumbent Superintendent is not running for re-election, no later than the date of election for County Superintendent of Schools, the Board, after receiving a report and recommendation by the Board Compensation Committee, shall establish a total compensation and may establish a range for the office of County Superintendent for the upcoming four year term. Once the identity of the new Superintendent is known, the

Committee shall confer with him or her as part of preparing a recommendation. The Board shall receive the Committee's report and recommendation and set the starting total compensation for the new Superintendent.

The Board shall strive to reach the decision regarding the new Superintendent's compensation not later than adjournment of the October meeting of the Board.

Thereafter, the salary will be annually reviewed and set by the Board, as set forth in parts A and B above.

Regulation: August 19, 1999
Approved: September 23, 2014

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

YOLO COUNTY SUPERINTENDENT SALARY COMPARISON
2017-18

3% increase

Effective 7/1/2018

	YCOE	DAVIS	ESPARTO	WASHINGTON	WINTERS	WOODLAND	DISTRICT AVERAGE	YCOE DIFFERENCE
Annual Salary	\$172,550	\$221,450	\$184,371	\$196,029	\$171,558	\$224,180	\$199,518	(\$26,968)
Work Days	215	225	246 (+25 vacation/ +15 holidays)	220 (+25 vacation/ +16 holidays)	225	260		
Degree Stipend	\$2,000	\$1,500	\$1,962	\$800	\$3,000	\$0	\$1,452	\$548
Tax Sheltered Annuity	\$0	\$0	\$0	\$0	\$300	\$0	\$60	(\$60)
Annual Health Benefits Cap Employer Paid	\$7,500	\$5,900	\$6,900	\$12,067	\$10,048	\$6,480	\$8,279	(\$779)
Employer paid STRS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Dues	ACSA, CALSA	ACSA, CASBO, 2 Community Organizations	ACSA	ACSA, AASA	ACSA, CASBO	none		
Other *	\$1,200	\$2,500	\$0	\$6,000	\$6,600	\$0	\$3,020	
TOTAL COMP without Health Ins.	\$175,750	\$225,450	\$186,333	\$202,829	\$181,458	\$224,180	\$204,050	(\$28,300)
TOTAL COMP with Health Ins.	\$183,250	\$231,350	\$193,233	\$214,896	\$191,506	\$230,660	\$212,329	(\$29,079)

* Cell Phone Stipend

*Transportation Stipend

*Car Allowance

*Car Allowance

Esparto information current as of October 2017.

5/4/2018

Class IV - County

30,000 - 59,999 ADA

West's Annotated California Codes
Government Code (Refs & Annos)
Title 1. General
Division 4. Public Officers and Employees (Refs & Annos)
Chapter 1. General
Article 8. Miscellaneous

West's Ann. Cal. Gov. Code § 1235

§ 1235. Salary for elected public office; reduction during election year

Currentness

<Section added by Stats.1980, c. 737, § 1. See, also, another section
of the same number, added by Stats.1994, c. 991 (S.B.1882), § 2.>

The salary of any elected public office shall not be reduced during an election year after any candidate for that particular office has filed the requisite forms declaring his or her candidacy for that particular office.

Credits

(Added by Stats.1980, c. 737, p. 2203, § 1.)

West's Ann. Cal. Gov. Code § 1235, CA GOVT § 1235

Current with urgency legislation through Ch. 187 of 2014 Reg.Sess., Res. Ch. 1 of 2013-2014 2nd Ex.Sess., and all propositions on the 6/3/2014 ballot.

End of Document

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L. Thomas Newcomb

MEMORANDUM

Attorney Client Privileged Communication Attorney Work Product

Date: August 20, 2014

To: Bill Owens, President
Yolo County Board of Education

From: Heather M. Edwards
Attorney at Law

Subject: County Superintendent Salary

ISSUES

Under what circumstances may a county board of education fix the salary for a newly elected county superintendent?

CONCLUSIONS

With the possible limited exception of not having authority to decrease a county superintendent's salary during an election year, county boards of education have broad authority to either increase or decrease a county superintendent's salary at any time.

DISCUSSION

I. **County Boards of Education Have Broad Constitutional Authority to Fix the Salary of the County Superintendent.**

The California Constitution provides broad authority for county boards of education to "fix" the salary of county superintendents of schools. Specifically, California Constitution, Article IX, Section 3.1(b) states as follows:

Notwithstanding any provision of this Constitution to the contrary, the county board of education, or joint county board of education, as the case may be, shall fix the salary of the county superintendent of schools or the joint county superintendent of schools, respectively.

Bill Owens

Re: County Superintendent Salary

August 20, 2014

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This provision was added to the Constitution in the November 1976 General Election through approval of Assembly Constitutional Amendment 77.

II. Education Code Section 1207, Which Prohibits Lowering A County Superintendent's Salary During His/Her Term Of Office, Has Been Determined To Violate the California Constitution And Be Void.

Education Code Section 1207 (Stats. 1976, c. 1010, §2, operative April 30, 1977) provides, in pertinent part, as follows:

...In no case will the salary of the county superintendent be lowered during his term of office. The salaries set forth in Section 1213¹ are payable to incumbent county superintendents of schools; provided, however, that the salary of an incumbent shall not be reduced during the term for which he was elected or appointed or for any consecutive new term to which he is elected or appointed.

A. County Boards of Education Have Broad Authority to Both Increase and Decrease the County Superintendent's Salary. However, County Boards May Not Decrease Salary Retroactively.

In 1978, the Attorney General analyzed the effect of the California Constitution Article IX, Section 3.1(b) stating:

1. "The amendment as adopted effectively transferred responsibility for fixing superintendents' salaries from the Legislature to the respective county and joint county boards of education..."
2. "By adopting section 3.1 subdivision (b) of Article IX the voters quite clearly intended to commit the entire responsibility for fixing county superintendent's salaries to the respective county boards of education."
3. "It is well established that such a grant of power to "fix" salaries is plenary; the authority to both increase and decrease compensation is therefore implicit (emphasis supplied)."
4. "It is equally certain that Education Code section 1207 cannot operate to circumscribe the plenary power which section 3.1 subdivision (b) of Article IX grants. To the extent that it purports to limit county boards' constitutionally vested discretion to decrease salaries, it is preempted and therefore void."
5. "We note in this regard, however, that section 1207 was enacted pursuant to a massive and largely cosmetic reorganization of the Education Code

¹ Repealed by Stats.1987, c. 1452.

[references omitted]. It is therefore not unreasonable to assume section 1207 is merely the product of legislative oversight.”

(61 Ops. Cal. Atty. Gen. 384, August 24, 1978).

The Attorney General concluded that “a county board of education has the power to decrease a superintendent’s compensation...” but “...only for those services not yet rendered.” *Id.* In other words, a county board of education may not *decrease* a county superintendent’s salary *retroactively* and thus deprive the superintendent of matured contractual rights for past services rendered. While opinions of the Attorney General are not controlling statements of law, courts generally give them “great weight” in determining the meaning of statutes. *See, e.g., Freedom Newspapers, Inc. v. Orange County Employees Retirement System*, 6 Cal.4th 821, 829 (1993).

In addition, in a 1979 opinion to the County Counsel of Stanislaus County regarding county board authority to fix the salary of the county superintendent of schools, the California Attorney General concluded as follows:

1. The county board of education has the power to decrease the salary of a county superintendent of schools after the election for the term for which the superintendent was elected.
2. The county board of education may select the time and frequency of changing the salary of a county superintendent of schools, irrespective of whether the incumbent was elected or appointed, and is under no duty to set such a salary before an election.
3. The county board of education is not required to fix the salary of a county superintendent prior to the time of determining the filing fee for filing nominating papers for the elective position of superintendent.
4. A county is not required to return a difference in filing fees of the salary upon which the filing fee for the position of county board of education was based is reduced after the election.

(62 Ops. Cal. Atty. Gen. 356, July 11, 1979).

Thus, in finding Education Code Section 1207 void, the California Attorney General affirms the broad power county boards have to fix the salary of county superintendents.

III. Government Code Section 1235 Provides Possible Limitation On County Board Authority To Decrease County Superintendent Salaries During Election Years.

In 1980, Section 1235 was added to the Government Code related to salaries of public officers. (SB 1265, Stats. of 1980, Chap. 737). Section 1235 provides that:

Bill Owens

Re: County Superintendent Salary

August 20, 2014

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The salary of any elected public official shall not be reduced during an election year after any candidate for that particular office has filed the requisite forms declaring his or her candidacy for that particular office.

It could be argued that Government Code section 1235 imposes a restriction on the constitutional power of county boards of education to fix the salary of the county superintendent of schools. That is, by its terms, an elected public official, presumably including county superintendents, may not have his/her salary reduced "during an election year" after "any candidate for that particular office has filed".

Presumably, the term "election year" refers to the entire calendar year in which the election occurs and not simply the time ending on the date in which the election outcome is determined. If so, Section 1235 would appear to prohibit a county board from decreasing the salary for the office of a county superintendent any time after any candidate for that office has filed. Moreover, said salary could not be reduced at any time during the calendar year during which the election for county superintendent took place.

However, it is not entirely clear that Section 1235 applies to elections involving county superintendents, since California Constitution, Article IX, Section 3.1(b) specifically grants county boards plenary power to fix the salary of "the county superintendent of schools" as contracted with the more general language of Section 1235 which refers to a "public official".

Further, analysis of Government Code Section 1235 seems to present many of the same Constitutional infirmities as did Education Code Section 1207.

First, every statute must be construed in the light of constitutional restrictions upon the power of the legislature and a statute inconsistent with the California Constitution is void. *Wines v. Garrison*, 190 Cal. 650, 214 P. 56, 26 A.L.R. 1302 (1923), *Hotel Employees and Restaurant Employees Intern. Union v. Davis*, 21 Cal. 4th 585, 88 Cal. Rptr. 2d 56, 981 P.2d 990 (1999). Generally, enactments should be interpreted when possible to uphold their validity. Thus, all presumptions and intendments favor the validity of a statute. *Habitat Trust for Wildlife, Inc. v. City of Rancho Cucamonga*, 175 Cal. App. 4th 1306, 96 Cal. Rptr. 3d 813 (4th Dist. 2009), *In re Noreen G.*, 181 Cal. App. 4th 1359, 105 Cal. Rptr. 3d 521 (1st Dist. 2010)

However, when two statutes relate to the same subject, ordinarily, the more specific and particular provision will govern as against the more general provision although the latter standing alone is broad enough to include the subject addressed by the more particular provision. *Murray Co. v. California Occupational Safety and Health Appeals Bd.*, 180 Cal. App. 4th 43, 102 Cal. Rptr. 3d 513 (2d Dist. 2009).

In the present situation, the California Constitution provision is far more specific than Government Code section 1235. It is aimed specifically at fixing the salary for the office of the Superintendent of Schools as opposed to an "elected public official".

Second, in interpreting or construing a statute, courts will look to ascertain and effectuate legislative intent. *Laurel Heights Improvement Association v. Regents of U.C.* (1993) 6 Cal.4th 1112, 1127.

Here, a review of the legislative history of Government Code section 1235 revealed that:

1. Senator John Nejedly, author of the legislation, stated in a letter to Governor Edmund G. Brown dated July 18, 1980 that the reason for the bill was due, "in part, to an incident in which the Contra Costa County Board of Supervisors reduced the salary of a newly elected Superintendent of Schools after an election but prior to his taking office."
2. The Legislative Analyst expressly noted that Article III, Section 4 of the California Constitution prohibits reducing salaries of state officers during their terms of office and concluded that the bill would not affect the salaries of state officials because the term of a person elected to state office does not begin until the year following the election.
3. The bill was necessary to prevent the salary of elected public officers from being reduced as a means to politically discourage candidates for such office. Specifically, this legislation was in response to a situation where a person was elected to an office over the incumbent. The incumbent was instrumental in reducing the salary of the position he vacated.
4. The bill does not prevent a local governing body from reducing the salary after the person takes office.

There is no mention in the legislative history of Government Code Section 1235 of the provision of the California Constitution Art. IX, Section 3.1 specifically authorizing county boards of education to fix the salary of county superintendents, nor does our research disclose any judicial or Attorney General decision or opinion regarding the interpretation or constitutionality of Section 1235. Moreover, the incident giving rise to the enactment of this legislation was related to a county board of supervisors reducing the salary, not a county board of education. In addition, similar to the state officials mentioned in the legislative history, the term of a person elected to the office of county superintendent of schools does not begin until the year following the election.

Therefore, while it cannot be said that Section 1235 unequivocally limits county boards of education authority to decrease the salary for the office of a county superintendent during an election year, it would seem the most conservative and prudent course of action for county boards of education to not reduce the salary of a newly elected county superintendent until after the election year.

YOLO COUNTY BOARD OF EDUCATION

Letter of Transmittal to County Board

From the Superintendent

SUBJECT: Suggested Future Agenda Items	AGENDA ITEM #: 4.21
PER: <input checked="" type="checkbox"/> BOARD REQUEST <input type="checkbox"/> STAFF REQUEST	ATTACHMENTS: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FOR BOARD: <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> INFORMATION	RESEARCH & PREPARATION BY: Superintendent's Office
BACKGROUND:	DATE: May 22, 2018

1. Approval of Board Policies and Administrative Regulations

01-20-15 Special Meeting: per Superintendent, revisions of the Board Policies and Administrative Regulations have been finalized and need to be brought to the Board for approval.

08-25-15 update: the Board adopted the 5000 Series (Students) Board policies; the Board requested to hold off on further review/approval until California County Boards of Education policies are published.

06-29-17 update: the Board approved BB 9000-9240; the Policy Committee will review the remainder of the 9000 series at a future date.

2. CSBA Agenda Online

12-12-17 Regular Meeting: per Board Vice President Yip

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