

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: December 11, 2018
MINUTES

1.0 OPENING PROCEDURES

- 1.2 Call to Order and Roll Call. The Yolo County Board of Education met on December 11, 2018 at 3:31 p.m. in Regular session in the Conference Center located at 1280 Santa Anita Court, Suite #120, Woodland, CA. Board Members present were: Melissa Moreno, Cirenio Rodriguez, Carol Souza Cole, Matt Taylor and Shelton Yip. Board President Cirenio Rodriguez presided. Dr. Jesse Ortiz, Superintendent of Schools, was also present. (Roll Call held).
- 1.3 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.4 Approval of Agenda. The agenda was approved as submitted.

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

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

2.0 CERTIFICATES OF ELECTION AND OATH OF OFFICE

Don Saylor, Yolo County Board Supervisor issued the Oath of Office to Melissa Moreno/Trustee Area #2; Superintendent Ortiz issued the Oaths of Office to Matt Taylor/Trustee Area #1 and Carol Souza Cole/Trustee Area #5 who ran unopposed and was seated as if elected to serve a 4-year term.

A recess was taken at 3:40 p.m. for pictures; the meeting resumed at 3:47 p.m.

- 2.1 Organizational Meeting for 2019
- a. Election of Officers
- 1) President. Board President Cirenio Rodriguez opened the nominations for President. Trustee Souza Cole nominated Trustee Shelton Yip for President. The Board thanked Trustee Rodriguez for serving as President in 2018.

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

Trustee Shelton Yip was unanimously elected President for 2019.

- 2) Vice President. Board President Shelton Yip opened the nominations for Vice President. Trustee Yip nominated Trustee Souza Cole for Vice President.

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

Trustee Souza Cole was unanimously elected Vice President for 2019.

b. Adopt the 2019 Board Meeting Calendar Dates and Times. The Board reviewed the proposed meeting calendar. The following meeting dates and times were approved:

January 22, 2019, 3:30 p.m.
February 6, 2019, 9:00 a.m. (Board Retreat)
February 26, 2019, 3:30 p.m.
March 26, 2019, 3:30 p.m.
April 23, 2019, 3:30 p.m.
May 28, 2019, 3:30 p.m.
June 11, 2019, 9:00 a.m. (Budget Study Session)
June 25, 2019, 3:30 p.m. (Budget & LCAP Adoption)
July 23, 2019, 3:30 p.m.
August 27, 2019, 3:30 p.m.
September 24, 2019, 3:30 p.m.
October 22, 2019, 3:30 p.m.
November 26, 2019, 3:30 p.m.
December 10, 2019, 3:30 p.m. (Special Meeting – Approve First Interim Budget)
December 17, 2019, 3:30 p.m.

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

c. Review Board Compensation and Travel/Mileage Reimbursement (BB9250)
The Board will revisit this issue in April 2019. Trustee Souza Cole requested that the Board Bylaws (9000 series) should be reviewed/updated at the Board retreat scheduled for February 6, 2019.

d. Appointment of Board Committee Representatives

- 1) YCSBA Representative: **Carol Souza Cole**
- 2) Policies/Procedures/Bylaw Review Committee: **Matt Taylor and Shelton Yip**
- 3) Superintendent's Compensation Committee: **Carol Souza Cole and Shelton Yip**
- 4) Facilities Committee: **Melissa Moreno and Cirenio Rodriguez**
- 5) Board Budget: **Melissa Moreno and Matt Taylor**

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

Executive Director of Human Resources, Margie Valenzuela, presented Rebecca Greb, Paraeducator, Adult Living Skills (Davis) with a Certificate of Appreciation. Yolo County Office of Education (YCOE) staff commented on Ms. Greb's focus on taking care of students and keeping them calm following a car accident while driving them to a work site. She went above and beyond in her role in looking out for students and fellow staff.

4.0 REPORTS

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

a. Board Members

- Trustee Souza Cole attended the California School Board Association's (CSBA) conference from November 29 – December 1, 2018. She stated that it was very informative and she attended a workshop titled Onboarding New Board Members, which included a lot of information for new and existing Board Members. There was a checklist with a list of schools, site administrators, phone numbers, governance board bylaw samples (to be reviewed at the Board retreat) and contact information. This is a good reference for Board Members and she would like to discuss this information at the next Board retreat in February 2019.
- Trustee Moreno was excited to attend the CSBA conference. She attended the State of the State - General Session and was very impressed with the focus they had on civil rights and equity. She also met the Incoming President, Emma Turner, from CSBA and is excited to start work on the Yolo County Board of Education.
- Trustee Rodriguez is looking forward to working with the Incoming Superintendent Garth Lewis. He also wanted to thank Superintendent Ortiz for the leadership he has provided to this organization in the last four (4) years. There are many issues (including the budget) on the horizon and he is looking forward to working together so that we can put students first. He will not be here for the January 22, 2019 Board Meeting because of a family issue.
- Trustee Yip thanked Superintendent Ortiz for all his work supporting the programs and kids in Yolo County. He also reminded Board Members that there is a training for Agenda Online on January 8, 2019. He attended the CSBA conference from November 29 – December 1, 2018 and was very busy with meetings but there was a lot of good information and networking opportunities at the conference for Board Members. He attended sessions on the Opioid crisis and cannabis in the workplace. He asked if the Yolo County Office of Education (YCOE) has a current cannabis policy. The California County Board of Education (CCBE) Masters in Governance training will be on March 8, 2019 in Sacramento, California. Also, Dana Dean (Solano COE) was elected President of CCBE and Janet Wohlgemuth (Monterey COE) is the President-elect. Rick Shea (San Diego COE) was elected Vice-President. Trustee Yip will be serving on the CSBA conference committee. If any trustees have any ideas about presentations for the CCBE conference in 2019 please let him know.

b. Superintendent

- Superintendent Ortiz welcomed Veronica Moreno, Director, External Business Services to the meeting. Crissy Huey introduced Ms. Moreno and

stated that we now have a full staff in the External Business Department. Superintendent Ortiz also reminded the Board that we are going into closed session after this meeting. This afternoon there was a meeting with Ron Chapman, Yolo County Health Officer to discuss the school closure in November in regards to air quality. Congratulations to Micah Studer, Executive Director, Equity and Support Services on receiving his doctorate. Superintendent Ortiz thanked the Board for working with him over the last four (4) years. It has been a pleasure and he will miss it.

- c. Superintendent's Advisory Team
 - Ronda DaRosa, Deputy Superintendent reviewed the material in the Board packet and responded to questions of the Board. She also offered to the new trustee, Melissa Moreno, if she is interested in taking a tour of the YCOE sites to contact her.
 - d. Committees
 - No reports.
- 4.2 Associations.
- No reports.

5.0 INFORMATION/DISCUSSION/ACTION

- 5.1 Consent Agenda.
- a. Approval of Minutes: November 27, 2018 Regular Meeting
 - b. Temporary County Certificates

The Board took action to approve the Consent agenda.

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

- 5.2 Public Hearing At 4:46 p.m. Board President Yip opened the public hearing to receive comments from parents, teachers, members of the community, and bargaining unit leaders regarding the initial Proposal to the Yolo County Superintendent of Schools from the Yolo Education Association (YEA) for 2018-19. The Public Hearing was closed at 4:47 p.m.
- 5.3 Yolo County Superintendent of Schools' Response and Initial Proposal to the Yolo Education Association (YEA) for 2018-19. Superintendent Ortiz presented this item for information.
- 5.4 Public Hearing. At 4:48 p.m. Board President Yip opened the public hearing to receive comments from parents, teachers, members of the community, and bargaining unit leaders regarding the initial Proposal to the Yolo County Superintendent of Schools from the California School Employees Association (CSEA), Chapter 639 for 2018-19. The Public Hearing was closed at 4:49 p.m.
- 5.5 Yolo County Superintendent of Schools' Response and Initial Proposal to the

California School Employees Association (CSEA), Chaper 639 for 2018-19.
Superintendent Ortiz presented this item for information.

5.6 Head Start/Early Head Start Reports

- a. Enrollment Update
- b. Program

Gail Nadal, Director, Early Childhood Education, presented this item and responded to questions of the Board. Ms. Nadal introduced Nancy Mack who is the representative on their Policy Council. Ms. Mack is the Policy Council liaison and will report on items discussed at the Board meetings. Ms. Nadal also introduced Genet Telahun, Program Administrator, Head Start and Nicole Castrejon, Family Support Services Manager to answer questions of the Board on the recruitment of children for the Head Start Program. Staff stated that if there are further questions on the Head Start program to please contact them at any time. Also, Trustee Souza Cole requested that the minutes from the Head Start Policy Council meetings be included in agenda packet. She would also like to discuss at the upcoming Board retreat possibly sending a representative from the Board to Head Start meetings. Ms. Nadal invited Board Members and staff to join them on December 19, 2018 from 4:00 – 6:00 pm for a Winter Wonderland celebration at the Lincoln site (flyer was included in board packet).

5.7 Second Reading of New Board Policy – BP 0415 (Equity)

Deputy Superintendent Ronda DaRosa presented this item

The Board took action to approve the above policy.

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

The Superintendent hereby adopted the above policy on this date.

5.8 YCOE 2018-19 First Interim Budget Revision Report

Debra Hinely, Director, Internal Business Services reviewed the material in the Board packet and responded to questions of the Board.

The Board took action to approve the YCOE 2018-19 First Interim Budget Revision Report

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

5.9 YCOE 2018-19 First Interim Report

Debra Hinely, Director, Internal Business Services, reviewed the material in the Board packet and responded to questions of the Board.

The Board took action to approve the YCOE 2018-19 First Interim Report

MOTION: Taylor **SECOND:** Rodriguez **AYES:** Taylor, Rodriguez, Souza Cole, Yip **NOES:** None. **Abstain:** Moreno

The Board took action to bring back Item 5.8 for a revised vote (roll call):

5.8 YCOE 2018-19 First Interim Budget Revision Report

AYES: Rodriguez, Souza Cole, Taylor, Yip **Abstain:** Moreno

The Board Members requested that the budget and how it is developed be added to the Board retreat agenda in February 2019.

- 5.10 Quarterly Report of Investments for Period Ending September 30, 2018
Debra Hinely, Director, Internal Business Services reviewed the material in the board packet and responded to questions of the Board.
- 5.11 2018-19 Statement Certifying Insurance to Cover Assets Purchased w/Certificates of Participation
Crissy Huey, Associate Superintendent, Administrative Services reviewed the material in the board packet and responded to questions of the Board. A presentation on how YCOE is insured will be added to the Board retreat agenda in February 2019.
- 5.12 Alternative Education Attendance Report
Gayelynn Gerhart, Principal, Cesar Chavez Community School, reviewed the material in the board packet and responded to questions of the Board. A presentation on the instructional programs (including ORR) in Yolo County will be in February 2019.
- 5.1 LCAP Overview – Winters USD, Woodland Jt. USD and New Dashboard
Micah Studer, Executive Director, Equity and Support Services, reviewed the power point presentations, *Winters USD & Woodland Jt. USD LCAP, New Dashboard Overviews* – (copies can be found on file with the official records of this meeting) and responded to questions of the Board. Dr. Studer reviewed both LCAPs, which included a Dashboard Overview, Stakeholder Input (Engagement and the Impact on the LCAP), Goals and Actions Overview, Differentiated Assistance and the Demonstration of Increased or Improved Services for Unduplicated Pupils (DIISUP). Dr. Studer can meet with Board members who have more questions on the LCAP and/or the Dashboard. Dr. Studer will also be presenting on professional learning and equity soon.
- 5.14 First Reading of New Board Policies – 6000 (Instruction) Series
Ronda DaRosa, Deputy Superintendent, presented this item and responded to questions of the Board. Please add the total number of credits needed to graduate in policies. Policies will be adopted at the January 22, 2019, meeting.
- 5.15 Suggested Future Agenda Items

January 2019 possible - Presentation from attorney on the role of the county board on district boundary issues when we know the timeline of the West Sacramento boundary issue

March 2019 - Information on how YCOE supports the education of incarcerated or detained persons


March 2019 - Upcoming oversight responsibilities over districts in crisis

Future meeting - Report on seeing the entire Yolo County community (Head Start, etc.) population on Foster/Homeless youth. Ms. Ernst-Collins will create more of a snapshot of the issues and will also include elementary age children in the data

5.0 ADJOURNMENT. The meeting adjourned at 6:49 p.m.

Trustee Souza Cole would like to recognize and thank Superintendent Jesse Ortiz and his four (4) years of service as Superintendent of the Yolo County Office of Education. His last official day is January 7, 2019.

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



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

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