

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.

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center
1280 Santa Anita Court, Suite 120, United States
Published: Jan 17, 2019 01:42 PM**

BOARD PACKET

BOARD MEMBERS

Shelton Yip, President
Carol Souza Cole, Vice President
Melissa Moreno
Cirenio Rodriguez
Matt Taylor

1. OPENING PROCEDURES

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment

Quick Summary/Abstract:

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

3. REPORTS

1. Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)
Quick Summary/Abstract:
 - a. Board Members
 - b. Superintendent
 - c. Superintendent's Advisory Team
 - d. Committees
2. Associations (This item provides an opportunity for YEA/CSEA/AFSCME representatives to address the Board and public.)

4. INFORMATION/DISCUSSION/ACTION

1. Consent Agenda
2. Resolution #18-19/14 Resolution Approving Field Trips for the Student Host Program in Support of Farm Connection Day, May 3, 2019
3. 2017-18 Audit Report
4. Request for Allowance of Attendance Because of Emergency Conditions (CDE Form J-13A)
5. Second Reading of Board Policies ---- 6000 (Instruction) Series
6. Consider Changing Date of November 26, 2019 Regular Board Meeting
7. Head Start/Early Head Start Reports
8. YCBE Retreat Goals for February 2019 Workshop
9. Public Hearing
Quick Summary/Abstract:
Public Hearing
4:00 p.m.
[time approx.]
10. Public Hearing
Quick Summary/Abstract:
Public Hearing
4:01 p.m.
[time approx.]
11. 2018-19 P-1 ADA Report

12. Disposition of Surplus Equipment
13. Quarterly Report on Williams Uniform Complaints for YCOE Operated Schools Covering the Months of October, November & December 2018
14. Alternative Education Attendance Reports
15. Low-Performing Students Block Grant Plan
Quick Summary/Abstract:
 Staff will present YCOE's plan for expending the funds from the Low-Performing Student block grant pursuant to Education Code Section 41570(d).
16. YCOE Alternative Education LCAP Update
17. YCOE Alternative Education Dashboard Presentation
18. School Accountability Report Cards (SARCs)
Quick Summary/Abstract:
 Staff will be presenting the annual School Accountability Report Cards (SARCs) pursuant to Education Code 35256(c).
19. Suggested Future Agenda Item(s)

5. 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 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).

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1.3. Approval of Agenda

Type:
Action

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1.4. Public Comment

Type:

Procedural

Quick Summary/Abstract:

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2. YOLO COUNTY OFFICE OF EDUCATION EMPLOYEE(S) OF THE MONTH

Type:

Procedural

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

Type:

Informational

Quick Summary/Abstract:

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

Attachments:

- 1. Deputy Superintendent's Board Update
- 2. CLIC
- 3. Instructional Routines

**Yolo County Board of Education Update
January 22, 2019**

Deputy Superintendent Office

- Scheduled first Differentiated Assistance meetings with Davis, Washington and Woodland LCAP district teams.
- Developing the Career Technical Education Incentive Grant (CTE IG) Consortium application which involves: Davis, Winters, Woodland and YCOE. Scheduled county-wide CTE Planning Committee for January 15 at 9:00 AM to developed grant initiatives focus areas for both the CTE IG grant and the county-wide K12 Strong Workforce Grant Initiative
- Participating in Head Start Budget Development for 2019-2020
- Scheduling meeting with districts for Facilities planning for 2019-2020.

Curriculum and Instruction, Director Deb Bruns

- Tobacco Use Prevention Education (TUPE): Krista Purdom will be partnering with teaching artist Tomas Montoya to work with students at both Dan Jacobs and CCCS-West Sac to produce videos as part of YCOE's TUPE program. Krista will be in classrooms beginning next week to deliver the curriculum piece of the project. The goal is to produce videos that will be shown in venues throughout Yolo County - including at the State Theater!
- USDA Future Scientists: Dr. Craig Wilson, USDA Future Scientists Project Director, will be visiting classrooms (including CCCS, Dan Jacobs, DHS Horizons, Cache Creek HS, Yolo HS, and Bryte Career & College Center) next week as a follow-up to the summer institute. The goal of the project is to engage students in research projects related to corn earworms and to encourage collaborations between USDA research facility scientists and K-12 educators. YCOE provided funding for educators to participate in this project.
- 2018-19 STEM Girls, March 12, 2019: We have a date and planning is underway. Krista Purdom will be the lead coordinator of this year's event! More to follow.

Upcoming Professional Learning events:

- Instructional Routines for Equity in Math and Science, January 10 & February 7, 4-6:30, YCOE: The Yolo County Math and Science Community of Practice has launched monthly professional learning and networking events for teachers, coaches and administrators to come together to learn and practice instructional routines that provide access for all learners. The January session will be focused on "Notice and Wonder" an engagement strategy that can be used in both math and science. The February session will feature Harold Asturias on Linking Language and Learning in Math.
- Linking Language & Learning in Math: Day 3 with Harold Asturias, February 7, 2019 Teachers, coaches, and administrators from all five Yolo County districts will be returning for Day 3. This series is offered in collaboration with the Placer COE
- Content, Literacy, Inquiry & Citizenship (CLIC), January 29, 2019, 9 am - 3 pm. See attached flyer. YCOE is co-sponsoring a regional History-Social Science Community of Practice.



01 10 19
Instructional Routin



CLIC at Yolo
Flyer.pdf

Alternative Education, Principal Gayelynn Gerhart

- Attendance: *LCAP Goal: 75% or higher average attendance*
 - 22 out of 40 students from CCCS Woodland had an attendance rate of 75% or greater for the first semester (August 21 - December 21)
 - 7 out of 21 students from CCCS IS Woodland had an attendance rate of 75% or greater for the first semester (August 21 - December 21)
 - 8 out of 16 students from CCCS West Sacramento had an attendance rate of 75% or greater for the first semester (August 21 - December 21)
 - 10 out of 16 students from YCCP had an attendance rate of 75% or greater for the first semester (August 21 - December 21)
 - 8 out of 9 students from YCCA had an attendance rate of 75% or greater for the first semester (August 21 - December 21)
- There will be a student recognition/celebration on Friday, January 18 during lunch at the various sites.
- Individual Learning Plans: During the month of January, all students will revisit their ILP to add updates and/or initiate an Initial ILP for new students. Release days have been scheduled to provide teachers a 1:1 opportunity with their students.
- Pending Graduation: There is a pending graduation scheduled for a youth at Dan Jacobs for January 22, 2019, at 3:00 pm
- Professional Development:
 - All Alt Ed Staff will be receiving 10 hours of professional development with the SAYS (Sacramento Area Youth Speaks) leadership staff beginning on January 16 throughout the second semester. *SAYS offers innovative professional development for staff that is culturally relevant and hands-on. Teachers gain important skills that will help them bring community-based literacies into the curriculum in critical ways*
 - All Alt Ed Staff will be continuing our work with Sandy Holman (Davis Culture Co-Op) to provide students with a culturally responsive curriculum and school atmosphere/climate.
 - Our next focus will be: Race. (Previously the staff focused on Identity, Culture, and Community) We will be *encouraging staff to read the book White Fragility: Why It's so hard for White People to Talk about Racism by Robin Diangelo. From Sandy: "Although all people struggle with this topic, this book is a game changer as far as giving critical knowledge on something that has plagued our country and schools for way too long. All staff will be provided a copy since it will make any work we are trying to do and discussions around Race and Education more in-depth and impactful. It is foundational for the work we are trying to do."*
- Student Programming (weekly):
 - SAYS: with SAYS, they activate young people to read, write, and speak about their lives through the medium of spoken word performance poetry. Through this unique process, literacy and leadership go hand-in-hand as young people pick up the mic and the pen.
 - Yolo Arts: *Juvenile Justice Arts Education Program serves youth incarcerated, and on probation. Taught by professional teaching artists, students learn different art-making techniques that enable them to constructively and creatively express their personal voice. Youth receive instruction in visual, performing, and literary arts. Artist in Schools focuses on ceramic arts education for students at CCCS Woodland, West*

Sacramento, and YCCP. Each year in the program students increase their hand-building techniques while connecting art-making with themes in core curriculum including science, history, and language arts.)

- Power Source: The *Power Source* program is a proven, evidence-based SEL program for high-risk youth. Designed to be a standalone program for anyone helping youth-at-risk, *Power Source* equips adolescents with the social and emotional regulation skills they need to build healthy relationships, break intergenerational cycles of violence, addiction, and other high-risk behaviors, and be successful in the workforce. This unique and transformative program is both preventative and rehabilitative. Power Source guides highly at-risk adolescents and young adults in discovering their own resilience while building the skills associated with healthy social and emotional development.

Head Start/Early Head Start, Program Administrator Genet Telehun

- Just completed our Self-Assessment, we will be analyzing this data and develop professional development opportunities based on this data.
- We are developing flyers for Recycle Art Walk event. We will send the flyers to Garth and Dr. DaRosa in case they want to come and visit

Equity and Support Services, Executive Director Micah Studer

- Facilitated the SARC planning process for YCOE Schools
- Implemented regular LCAP Updates for our Alternative Education Program
- Provided support of the North Central Counties Professional Learning Network
- Worked with the Deputy Superintendent and the Assistant Superintendent of SELPA to plan out our Differentiated Assistance meetings with our districts in Differentiated Assistance
- Continued to provide technical assistance to districts around items such as upcoming revisions to the Local Control Accountability Plan, School Plan for Student Achievement, and Budget Overview for Parents

SELPA, Carolynne Beno

- The Yolo County SELPA has two events scheduled in January for the parents of students with disabilities. In early January, presenters from SafeLife Inc. came out to teach parents about healthy and safe romantic relationships for students with developmental disabilities. Later in January, Hugo Hernández and Monica Peña-Villegas from the UC Davis Early Academic Outreach Program (EAOP) will provide an overview of the college systems in California, discuss the importance of A-G requirements, GPA, and AP and Honors classes. Monica will then share her personal experience as a parent of three sons with disabilities who she worked with her school district to help prepare for and be admitted to college.
- The Yolo County SELPA's Fall professional learning season has concluded. Altogether, the SELPA team facilitated and hosted 20 professional learning opportunities. Our professional development focused on 4 main areas: 1. implementation of evidence-based practices; 2. Individualized Education Program (IEP) compliance; 3. Reducing disproportionate discipline and identification of students with disabilities; and 4. Supporting districts in building their Multi-Tiered Systems of Support (MTSS) as a way to enhance equity and access for all of their students.

Administrative Services, Associate Superintendent Crissy Huey

- All Administrative Services Division directors have been focused on professional development. With new staff members in place, it is an opportune time to have veteran staff to refresh and build their skills as we train and guide new team members in their new roles. Our departments are doing their best to offer quality service to our programs and districts. We are currently working on finalizing documents to send to the federal government for the disposition of the Lincoln Head Start/Early Head Start site.
- External Business
 - All vacant positions have now been filled in the External Business Services department.
 - Staff are busy cross-training and updating department procedures. Additionally, we are working with districts to prep for the processing of 1099s and W-2s. EBS has also been working on AB1200 reviews of district First Interim reports. The new department members are looking forward to meeting district staff at the first Payroll Users Group meeting of 2019 later this month.
- Internal Business
 - Staff are working on Second Interim. Program budget development meetings have begun for the 2019/2020 fiscal year. IBS is also updating procedures.
- Support Operations Service:
 - Suite 190 Tenant Improvements project is moving along. Estimated completion is mid to end of January
 - We are preparing the rest of our Prop 39 upgrades to be bid out
 - In-house staff has been working on widespread irrigation repairs on multiple sites
 - Preliminary planning for Suite 160 renovation
 - Preliminary planning for asphalt work at Greengate
 - Preliminary planning for ADA Access and Security project at Greengate
 - Acquiring bids for improvements to B-wing at Greengate to house the infant program staff
- Information & Technology Services:
 - IT is happy to announce that we have filled our HSS and Aeries support vacancy. Kim Kimes has a long history with YCOE and also with the Martinez Unified School District supporting its Student Information System.
 - After completing the Wireless Network Assessment (presentation given to cabinet on December 11th), IT is in the final stages of price negotiation for the remediation phase of this project. Costs will include hardware, licensing, maintenance, and professional services.
 - We have also completed the Firewall High Availability project which brings our two firewalls online at the same time. A secondary firewall will act as a backup to the primary should the primary fail or should we need to perform maintenance with zero downtime.
 - We have also helped Winters Joint Unified School District transition off of their AT&T circuit to WAVE fiber optic which connects the district to the County Office for Financial and Internet services.
 - The Network Assessment is winding down after three weeks of work with IT and Quest Data Systems. The report will be made available to Cabinet along with another presentation showing the results in layman's terms and next steps.

- 1099 and W2 season is upon us. Our HSS support team is busy helping districts and our own YCOE business office prepare and print these forms.



The CONTENT, LITERACY, INQUIRY, & CITIZENSHIP

Project

History-Social Science Community of Practice at Yolo County Office of Education

The History Project at UC Davis and the Yolo and Sutter County Offices of Education invite you to join our History-Social Science (HSS) Community of Practice. This exciting opportunity will include:

- Planning for HSS Framework implementation
- Focus on inquiry at the core of instruction
- Strategies to improve students' literacy
- Methods to promote civic engagement
- Networking

Who: Open to all K-12 History-Social Science Teachers, Instructional Coaches, Administrators, and Paraprofessionals

When: January 29 • March 21 • May 2 • 9 AM - 3 PM

Where: Yolo County Office of Education, 1280 Santa Anita Court, Woodland, CA 95776

Cost: Free, substitutes available for first 25 teachers

Includes: Coffee, lunch, and materials

Questions: Stacey Greer, (530) 752-4286 • sbgreer@ucdavis.edu

Registration: <http://bit.ly/2018-2019-HSS-CLIC-YCOE>

Contacts for alternative locations for the CLIC Project:

Sacramento COE: cgilmore@scoe.net • Placer COE: TrWilson@placercoe.k12.ca.us • Marin COE: bkradepohl@marinschools.org

SAVE THE DATES & REGISTER TODAY



Instructional Routines for Equity 2019

Join with Yolo County educators interested in creating classroom environments that provide access and equity for all learners. Learn together and share successes and challenges with colleagues.



4 – 6:30 pm

YCOE Conference Center
1280 Santa Anita Court
Woodland, CA 95776

*FREE for Yolo County Educators
Light dinner provided*

Learn and practice key instructional routines that support student discourse and reasoning in math & science while providing access to content for all students

Teams including site administrators, math and ELD coaches and classroom teachers encouraged to attend

Thursday, January 10: Notice & Wonder – An Engaging Habit of Mind for Math and Science
Niki Reina-Guerra, DJUSD Differentiation Coach & Ingrid Salim, DJUSD & Sacramento Area Science Project (SASP)

Thursday, February 7: Linking Language & Learning in Math (All New!)
Harold Asturias, UC Berkeley Lawrence Hall of Science & Center for Math Excellence & Equity

Thursday, March 7: Talk Moves & Equity
Erica Burnison, Solano COE

Thursday, April 4: Tasks & Equity
Presenter: TBD

Link to register for one session or the series: [Instructional Routines for Equity Registration](#)
Or email/call Carmen Jojo, carmen.jojo@ycoe.org, 530-668-3781

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

Type:

Informational

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4. INFORMATION/DISCUSSION/ACTION

Type:

Action

Discussion

Informational

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4.1. Consent Agenda

Type:

Consent

Description:

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 Minutes: December 11, 2018 Regular Meeting
- b. Approval of Minutes: December 11, 2018 Special Meeting
- c. Temporary County Certificates

Temporary County Certificates (TCCs) are issued for up to a year throughout the county to certified employees whose credential applications are being processed by the California Commission on Teacher Credentialing.

Recommended Motion:

That one action is taken to approve the above listed items.

Attachments:

- 1. December 11, 2018 Regular Draft Meeting Minutes
- 2. December 11, 2018 Special Draft Meeting Minutes
- 3. TCC

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: December 11, 2018
DRAFT 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), Chapter 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

/ys

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

1.0 CALL TO ORDER IN OPEN SESSION

1.1 Call to Order and Roll Call. The Yolo County Board of Education met on December 11, 2018 at 6:55 p.m. in a Special Session at the Yolo County Office of Education located at 1280 Santa Anita Court, Suite 120, Woodland, California. Board Members present: Melissa Moreno, Cirenio Rodriguez, Matt Taylor, Shelton Yip and Carol Souza Cole. Board President Yip presided. Dr. Jesse Ortiz, Superintendent of Schools, Ronda DaRosa, Deputy Superintendent and Associate Superintendent, Crissy Huey were present.

2.0 APPROVAL OF BOARD AGENDA

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

3.0 CLOSED SESSION AGENDA

3.1 Conference with legal counsel – anticipated litigation: Significant exposure to litigation [Govt. Code 54956(d)(2)][One case]

4.0 RECONVENE IN OPEN SESSION

No action taken in Closed Session

5.0 MOTION TO ADJOURN. The meeting adjourned at 7:32 pm.

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

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

/ys

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

December 2018

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Sarah Uyeyama	30 Day Sub Permit
Elissa Algaba	30 Day Sub Permit

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Jaime Garcia Guerrero	30 Day Sub Permit
Kylie Villalva	Education Specialist

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Ricardo Galica	Education Specialist
Eugene Harris	Short Term Staffing Permit

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate
Jessica Bohatch Easton	Administrative Services
Cierra Mojica	CD Associate Teacher Permit

Total TCC's for the Month of December 2018: 8

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

**4.2. Resolution #18-19/14 Resolution Approving Field Trips for the Student Host Program in Support of
Farm Connection Day, May 3, 2019**

Type:

Action

Informational

Description:

Yolo County 4H and the Yolo County Farm Bureau will sponsor Farm Connection Day on May 3, 2019. The Yolo County Superintendent of Schools and the Yolo County Board of Education propose the attached resolution to encourage student participation and authorize a Student Host field trip for Yolo County Office of Education students.

Recommended Motion:

For Information and action

Attachments:

1. Resolution 18-19/14 Resolution Approving Field Trips for the Student Host Program in Support of Farm Connection Day



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

**Resolution #18-19/14: Approving Field Trips for the Student Host Program
In support of Farm Connection Day, May 3, 2019**

WHEREAS, Yolo County 4H and the Yolo County Farm Bureau have been sponsoring Farm Connection Day for Yolo County students for decades; and

WHEREAS, Farm Connection Day exposes over two thousand public, private and homeschooled students to the agricultural roots of our community, through the exhibits and projects of County 4H and FFA students; and

WHEREAS, Farm Connection Day is possible because of participation of over two hundred 4H members that act as “Student Hosts”, showcasing various projects and club exhibits, and using their leadership and public speaking skills to share the work of the 4H organization; and

WHEREAS, organizing the Student Host participation as a ‘field trip’ under the supervision of a single certificated teacher (assisted by adult volunteers meeting district coverage ratios) allows for standardized accountability and centralized control, while meeting ADA requirements and counting as school attendance for the 4H members;

NOW, THEREFORE BE IT RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools support Farm Connection Day, encourage participation by students within Yolo County, and in particular, authorize a Student Host Field Trip for May 3, 2019, consistent with policies, in support of Farm Connection Day for their schools.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on January 22, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Shelton Yip, President
Yolo County Board of Education

Garth Lewis
Yolo County Superintendent of Schools

Copy: Yolo County 4H (attn Gary Wegener/gwegener4098@gmail.com)

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.3. 2017-18 Audit Report

Type:

Informational

Description:

Jeff Nigro from Nigro & Nigro will be present to review the Audit Report for the year ending June 30, 2018.

Crissy Huey and Debra Hinely will also be available to assist in answering any questions.

Recommended Motion:

No action is required. The 2017-18 Audit Report is hereby submitted for acceptance by the Board.

Attachments:

1. 2017-18 Audit Report

**YOLO COUNTY
OFFICE OF EDUCATION
AUDIT REPORT
For the Fiscal Year Ended
June 30, 2018**



YOLO COUNTY OFFICE OF EDUCATION
For the Fiscal Year Ended June 30, 2018
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YOLO COUNTY OFFICE OF EDUCATION
For the Fiscal Year Ended June 30, 2018
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Financial Section

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INDEPENDENT AUDITORS' REPORT

Board of Education
Yolo County Office of Education
Woodland, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Yolo County Office of Education, as of and for the fiscal year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the County's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2017-18 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Yolo County Office of Education, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As discussed in Note 1.I.1. to the basic financial statements, the County has changed its method for accounting and reporting for postemployment benefits other than pensions during fiscal year 2017-18 due to the adoption of Governmental Accounting Standards Board Statement No. 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". The adoption of this standard required retrospective application resulting in a \$1,505,652 reduction of previously reported net position at July 1, 2017. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

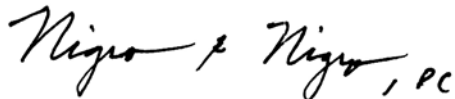
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of proportionate share of the net pension liability, schedule of pension contributions, schedule of changes in the County's total OPEB liability and related ratios, and the notes to the required supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements. The supplementary information on pages 60 to 62 and the schedule of expenditures of federal awards on page 63 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole. The information on pages 59 and 64 has not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2018, on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.



Murrieta, California
December 6, 2018

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

This discussion and analysis of Yolo County Office of Education's financial performance provides an overview of the County's financial activities for the fiscal year ended June 30, 2018. Please read it in conjunction with the County's financial statements, which immediately follow this section.

FINANCIAL HIGHLIGHTS

- The County's financial status increased overall as a result of this year's operations. Net position of governmental activities increased by \$0.9 million.
- Governmental expenses were approximately \$40.5 million. Revenues were approximately \$41.4 million.
- The County spent approximately \$0.6 million in new capital assets during the year.
- The County decreased its outstanding long-term debt by about \$0.3 million. This was primarily due to payments on the certificates of participation.
- Average daily attendance (ADA) in county programs decreased by 11, or 9.9%. This was primarily due to a decrease in juvenile hall apportionment.

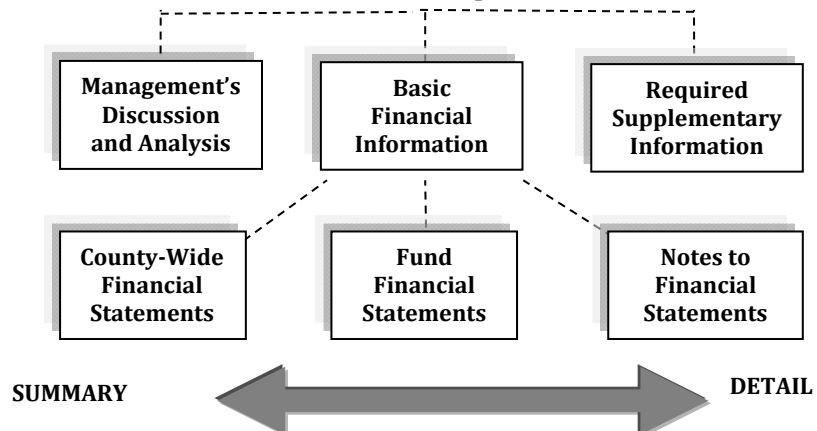
OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the basic financial statements, and required supplementary information. The basic financial statements include two kinds of statements that present different views of the County:

- The first two statements are *government-wide financial statements* that provide both short-term and long-term information about the County's overall financial status.
- The remaining statements are *fund financial statements* that focus on individual parts of the County, reporting the County's operations in more detail than the County-wide statements.
 - The *governmental funds* statements tell how basic services like regular and special education were financed in the short term as well as what remains for future spending.
 - Short and long-term financial information about the activities of the County that operate like businesses (self-insurance funds) are provided in the *proprietary funds statements*.
 - *Fiduciary funds* statement provides information about the financial relationships in which the County acts solely as a trustee or agent for the benefit of others to whom the resources belong.

Figure A-1. Organization of Yolo County Office of Education's Annual Financial Report

The financial statements also include *notes* that explain some of the information in the statements and provide more detailed data. Figure A-1 shows how the various parts of this annual report are arranged and related to one another.



YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

Figure A-2 summarizes the major features of the County's financial statements, including the portion of the County's activities they cover and the types of information they contain.

Figure A-2. Major Features of the County-Wide and Fund Financial Statements

Type of Statements	County-Wide	Governmental Funds	Proprietary Fund	Fiduciary Fund
<i>Scope</i>	Entire county, except fiduciary activities	The activities of the County that are not proprietary or fiduciary, such as special education and building maintenance	Activities of the County that operate like a business, such as self-insurance funds	Instances in which the County administers resources on behalf of someone else, such as scholarship programs and student activities monies
<i>Required financial statements</i>	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Activities 	<ul style="list-style-type: none"> • Balance Sheet • Statement of Revenues, Expenditures & Changes in Fund Balances 	<ul style="list-style-type: none"> • Statement of Net Position • Statement of Revenues, Expenses, & Changes in Net Position • Statement of Cash Flows 	<ul style="list-style-type: none"> • Statement of Fiduciary Net Position
<i>Accounting basis and measurement focus</i>	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
<i>Type of asset/liability information</i>	All assets and liabilities, both financial and capital, short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included	All assets and liabilities, both short-term and long-term; The County's funds do not currently contain nonfinancial assets, though they can	All assets and liabilities, both short-term and long-term; The County's funds do not currently contain nonfinancial assets, though they can
<i>Type of inflow/outflow information</i>	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter	All revenues and expenses during the year, regardless of when cash is received or paid	All revenues and expenses during the year, regardless of when cash is received or paid

The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

YOLO COUNTY OFFICE OF EDUCATION

*Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018*

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

County-Wide Statements

The county-wide statements report information about the County as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the County's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two county-wide statements report the County's net position and how it has changed. Net position – the difference between the County's assets and deferred outflows of resources and liabilities and deferred inflows of resources – is one way to measure the County's financial health, or *position*.

- Over time, increases and decreases in the County's net position are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the County, you need to consider additional nonfinancial factors such as changes in the County's demographics and the condition of school buildings and other facilities.
- In the county-wide financial statements, the County's activities are categorized as *Governmental Activities*. Most of the County's basic services are included here, such as regular and special education and administration. Property taxes and state aid finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the County's most significant funds – not the County as a whole. Funds are accounting devices the County uses to keep track of specific sources of funding and spending on particular programs:

- Some funds are required by State law and by bond covenants.
- The County establishes other funds to control and manage money for particular purposes (like repaying its long-term debt) or to show that is properly using certain revenues.

The County has three kinds of funds:

- 1) **Governmental funds** – Most of the County's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the County's programs. Because this information does not encompass the additional long-term focus of the County-wide statements, we provide additional information on a separate reconciliation page that explains the relationship (or differences) between them.
- 2) **Proprietary funds** – When the County charges other County funds for the services it provides, these services are reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and Statement of Activities. In fact, the County's internal service fund is included within the governmental activities reported in the County-wide statements but provide more detail and additional information, such as cash flows. The County uses the internal service fund to report activities that relate to the County's program for dental insurance benefits.

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
 For the Fiscal Year Ended June 30, 2018

Fund Financial Statements (continued)

- 3) **Fiduciary funds** – The County is the trustee, or fiduciary, for assets that belong to others, such as the Payroll Clearing Account Fund. The County is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. All of the County's fiduciary activities are reported in a separate statement of fiduciary net position. We exclude these activities from the County-wide financial statements because the County cannot use these assets to finance its operations.

FINANCIAL ANALYSIS OF THE COUNTY AS A WHOLE

Net Position. The County's combined net position was higher on June 30, 2018, than it was the year before – increasing 144.0% to \$1.5 million (See Table A-1).

Table A-1: Statement of Net Position

	Governmental Activities		Variance
	2018	2017*	Increase (Decrease)
Assets			
Current assets	\$ 21,694,857	\$ 19,282,093	\$ 2,412,764
Capital assets	10,982,611	10,940,993	41,618
Total assets	32,677,468	30,223,086	2,454,382
Deferred outflows of resources	8,068,505	6,825,348	1,243,157
Liabilities			
Current liabilities	6,769,914	5,842,726	927,188
Long-term liabilities	7,678,413	7,954,054	(275,641)
Net pension liability	24,124,874	21,021,563	3,103,311
Total liabilities	38,573,201	34,818,343	3,754,858
Deferred inflows of resources	659,029	1,609,783	(950,754)
Net position			
Net investment in capital assets	5,065,323	4,888,258	177,065
Restricted	3,468,410	3,448,861	19,549
Unrestricted	(7,019,990)	(7,716,811)	696,821
Total net position	\$ 1,513,743	\$ 620,308	\$ 893,435

*As Restated

Changes in net position, governmental activities. The County's total revenues increased 1.7% to \$41.4 million (See Table A-2). The increase is due primarily to an increase in program fees collected and other cash receipts.

The total cost of all programs and services increased 1.9% to \$40.5 million. The County's expenses are predominantly related to educating and caring for students, 47.0%. The purely administrative activities of the County accounted for just 10.3% of total costs. A significant contributor to the increase in costs was an increase in other outgo.

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

FINANCIAL ANALYSIS OF THE COUNTY AS A WHOLE (continued)

Table A-2: Statement of Activities

	Governmental Activities		Variance
	2018	2017	Increase (Decrease)
Revenues			
Program Revenues:			
Charges for services	\$ 2,970,263	\$ 2,385,598	\$ 584,665
Operating grants and contributions	25,324,590	25,397,288	(72,698)
General Revenues:			
Federal and state aid not restricted	3,429,702	2,983,202	446,500
Property taxes	8,056,411	8,470,619	(414,208)
Other general revenues	1,608,984	1,454,061	154,923
Total Revenues	41,389,950	40,690,768	699,182
Expenses			
Instruction-related	14,754,058	14,749,280	4,778
Pupil services	4,289,850	4,381,693	(91,843)
Administration	4,168,372	4,008,991	159,381
Plant services	2,042,087	1,814,334	227,753
All other activities	15,242,148	14,779,470	462,678
Total Expenses	40,496,515	39,733,768	762,747
Increase (decrease) in net position	893,435	957,000	(63,565)
Net Position	\$ 1,513,743	\$ 620,308	\$ 893,435

FINANCIAL ANALYSIS OF THE COUNTY'S FUNDS

The financial performance of the County as a whole is reflected in its governmental funds as well. As the County completed this year, its governmental funds reported a combined fund balance of \$15.0 million, which is above last year's ending fund balance of \$13.5 million. The primary cause of the increased fund balance is due to the increase in revenues in the County School Services Fund.

Table A-3: The County's Fund Balances

Fund	Fund Balances				
	July 1, 2017	Revenues	Expenditures	Other Sources and (Uses)	June 30, 2018
County School Services Fund	\$ 10,561,295	\$ 23,343,685	\$ 22,158,465	\$ (83,770)	\$ 11,662,745
Special Education Pass-Through Fund	6,786	15,025,285	15,014,567	-	17,504
Adult Education Fund	231,994	182,740	161,391	-	253,343
Child Development Fund	276,126	2,536,668	2,371,366	(142,868)	298,560
Cafeteria Fund	31,383	172,991	364,254	226,638	66,758
Deferred Maintenance Fund	1,312,429	274,278	-	-	1,586,707
Special Reserve Fund (Postemployment Benefits)	474,123	5,161	-	55,011	534,295
Capital Facilities Fund	580,307	285,268	329,978	-	535,597
	\$ 13,474,443	\$ 41,826,076	\$ 40,400,021	\$ 55,011	\$ 14,955,509

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

FINANCIAL ANALYSIS OF THE COUNTY'S FUNDS (continued)

County School Services Fund Budgetary Highlights

Over the course of the year, the County revised the annual operating budget several times. The major budget amendments fall into these categories:

- Revenues – increased by \$2.4 million primarily to reflect federal and state budget actions.
- Salaries and benefits – decreased \$0.8 million due to more accurate salary projections.
- Other non-personnel expenses – increased \$3.1 million to re-budget carryover funds and revise operational cost estimates.

While the County's final budget for the General Fund anticipated that expenditures would exceed revenues by about \$400,000, the actual results for the year show that revenues exceeded expenditures by roughly \$1.2 million. Actual revenues were \$2.3 million less than anticipated, and expenditures were \$3.9 million less than budgeted. That amount consists primarily of restricted categorical program dollars that were not spent as of June 30, 2018, that will be carried over into the 2018-19 budget.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

By the end of 2017-18 the County had invested about \$0.6 million in new capital assets. (More detailed information about capital assets can be found in Note 6 to the financial statements). Total depreciation expense for the year was \$0.6 million.

Table A-4: Capital Assets at Year End, Net of Depreciation

	Governmental Activities		Variance
	2018	2017	Increase (Decrease)
Land	\$ 808,908	\$ 808,908	\$ -
Improvement of sites	1,562,512	1,666,135	(103,623)
Buildings	7,773,192	7,922,710	(149,518)
Equipment	678,964	543,240	135,724
Construction in progress	159,035	-	159,035
Total	\$ 10,982,611	\$ 10,940,993	\$ 41,618

Long-Term Debt

At year-end the County had \$7.7 million in certificates of participation, compensated absences, and post-employment benefits – a decrease of 3.5% from last year – as shown in Table A-5. (More detailed information about the County's long-term liabilities is presented in Note 7 to the financial statements).

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

CAPITAL ASSET AND DEBT ADMINISTRATION (continued)

Table A-5: Outstanding Long-Term Debt at Year-End

	Governmental Activities		Variance
	2018	2017*	Increase (Decrease)
Certificates of participation	\$ 5,917,288	\$ 6,052,735	\$ (135,447)
Compensated absences	91,892	136,700	(44,808)
Other postemployment benefits	1,669,233	1,764,619	(95,386)
Total	\$ 7,678,413	\$ 7,954,054	\$ (275,641)

**As restated*

FACTORS BEARING ON THE COUNTY'S FUTURE

The 2018-19 State Budget

Final Budget Package Includes \$15.9 Billion in Total Reserves

The Legislature passed the final budget package on June 14, 2018. Total reserves in the final budget package are lower than the proposed level in the May Revision, but roughly the same as the level proposed by the Governor in January. The budget package also reflects various choices that shifted spending priorities compared to the Governor's proposal. In particular, the final budget package reduces payments for deferred maintenance by \$700 million—relative to the Governor's proposal—freeing up a like amount of funding. Correspondingly, the final budget package reflects higher General Fund spending for homeless grants and the universities, among others. The Governor signed the *2018-19 Budget Act* and 26 other budget related bills on June 27 and June 28, 2018.

Overall Spending

The budget assumed total state spending of \$197.2 billion (excluding federal and bond funds), an increase of 7% over revised totals for 2017-18. General Fund spending in the budget package is \$138.7 billion—an increase of \$11.6 billion, or 9%, over the revised 2017-18 level. Special fund spending increased \$1.3 billion, or 2%, over the revised 2017-18 level.

Considerable New Spending on Education

The budget package contains significant increases for every education segment. For elementary and secondary schools, the state surpasses the Local Control Funding Formula target rates set in 2013-14. For early education, the budget contains higher spending for more slots, rate increases, staff training, and facilities.

Proposition 98 Establishes Minimum Spending Level

This minimum spending requirement is commonly called the minimum guarantee. The minimum guarantee is determined by three main formulas (known as tests) and various inputs, including General Fund revenue, per capita personal income, and K-12 student attendance. The state can spend at the minimum guarantee or any level above it. If the minimum guarantee increases after budget enactment due to updated inputs, the state owes a "settle-up" obligation. In some years, the state also creates or pays "maintenance factor." Maintenance factor is created when General Fund revenue growth is weak relative to changes in per capita personal income. Maintenance factor is paid when General Fund revenue growth is stronger.

YOLO COUNTY OFFICE OF EDUCATION
Management's Discussion and Analysis (Unaudited)
For the Fiscal Year Ended June 30, 2018

FACTORS BEARING ON THE COUNTY'S FUTURE (continued)

The 2018-19 State Budget (continued)

Higher Proposition 98 Spending in 2016-17 and 2017-18

From the June 2017 budget plan to the June 2018 budget plan, spending increased \$252 million in 2016-17 and \$1.1 billion in 2017-18. These upward revisions are attributable mainly to higher General Fund revenue. As part of the 2017-18 increase, the state is making an additional maintenance factor payment of \$789 million (on top of a previous \$536 million payment). After making the \$1.3 billion total payment, the state will have eliminated all remaining maintenance factor for the first time since 2005-06. In both 2016-17 and 2017-18, the state is spending at the calculated minimum guarantee.

2018-19 Spending up Notably Over Revised 2017-18 Level

For 2018-19, total Proposition 98 spending across all segments is \$78.4 billion, an increase of \$2.8 billion (3.7%) from the revised 2017-18 level. Test 2 is the operative test in 2018-19, with the increase in the guarantee attributable to a 3.67% increase in per capita personal income. Though the administration projects a 0.29% decline in student attendance for 2018-19, the budget makes no downward adjustment to the minimum guarantee. This is because the budget assumes that attendance *increases* the previous year (in 2017-18), thereby triggering a hold harmless provision in the State Constitution that negates any attendance declines over the subsequent two years. The budget sets total Proposition 98 spending in 2018-19 equal to the administration's May Revision estimate of the minimum guarantee.

\$67.9 Billion Proposition 98 Spending on K-12 Education in 2018-19

The enacted 2018-19 level is \$2.4 billion (3.6%) more than the revised 2017-18 level and \$3.2 billion (4.9%) more than the *2017-18 Budget Act* level. The budget increases spending per student by \$579 (5.2%) over the *2017-18 Budget Act* level, bringing Proposition 98 spending per student up to \$11,645.

Package Includes Mix of Ongoing and One-Time Spending

The budget includes \$5.7 billion in Proposition 98 augmentations for K-12 education across the three-year budget period. Of the \$5.7 billion, \$4 billion (70%) is ongoing and \$1.7 billion (30%) is one time. From an accounting perspective, the increase is scored across multiple fiscal years and includes settle-up and some unspent funds from prior years that have been repurposed. In addition to the Proposition 98 increase, the budget includes \$594 million in Proposition 51 bond authority for school facility projects and \$100 million in non-Proposition 98 funding for kindergarten school facilities.

Fully Implements the Local Control Funding Formula (LCFF) for Schools, Then Further Increases Rates

In the January budget, the Governor proposed fully implementing LCFF and reaching the target funding rates. The final budget reaches and then goes beyond full implementation. Specifically, the budget closes the gap to the target rates and funds the statutory 2.71% cost-of-living adjustment (COLA) to those rates. In addition, the budget provides nearly an extra 1 percentage point increase in the LCFF rates—effectively funding a 3.7% COLA in 2018-19. The administration estimates that the combined ongoing cost of both full implementation and the augmented COLA is \$3.7 billion. This augmentation brings total LCFF spending for school districts and charter schools to \$61.1 billion, a 6.4% increase over the revised 2017-18 level. School districts and charter schools may use LCFF monies for any educational purpose.

YOLO COUNTY OFFICE OF EDUCATION

Management's Discussion and Analysis (Unaudited)

For the Fiscal Year Ended June 30, 2018

FACTORS BEARING ON THE COUNTY'S FUTURE (continued)

The 2018-19 State Budget (continued)

Funds One-Time Discretionary Grants

The largest one-time spending initiative for K-12 education is \$1.1 billion that local education agencies (LEAs) may use for any educational purpose. Funding is distributed based on student attendance (an estimated \$183 per average daily attendance). If an LEA owes any funding to the federal government according to a 2014 settlement over Medi-Cal billing practices, the State Controller is to deduct this obligation from the LEA's discretionary grant. The budget assumes that these Medi-Cal obligations total \$145 million statewide (though the administration believes actual payments likely will come in lower). The remainder of each LEA's discretionary grant will be scored against any outstanding mandate claims. As less than one-third of LEAs have any such claims, it is estimated that only \$202 million of the funding provided will count toward the K-12 mandates backlog. It is estimated that the total remaining mandate backlog at the end of 2018-19 will be \$668 million.

Provides COLA for COE Funding Formula

The budget provides \$6.4 million to cover a 2.71% COLA for the 24 (out of 58) COEs that have LCFF allocations equal to their LCFF targets. Those COEs funded above their LCFF targets do not receive this COLA. In total, the 2018-19 budget provides COEs with \$1 billion in LCFF funding. Of this amount, \$466 million is intended for district support (excluding the new district support add-ons), \$258 million is for alternative education, and \$315 million is for existing add-ons (effectively four LCFF hold harmless provisions).

All of these factors were considered in preparing the Yolo County Office of Education budget for the 2018-19 fiscal year.

CONTACTING THE YOLO COUNTY OFFICE OF EDUCATION'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Yolo County Office of Education's finances and to demonstrate the Yolo County Office of Education's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Business Office, Yolo County Office of Education, 1280 Santa Anita Court, Woodland, CA 95776, (530) 668-3728.

YOLO COUNTY OFFICE OF EDUCATION

Statement of Net Position

June 30, 2018

	Governmental Activities
ASSETS	
Cash	\$ 14,115,986
Accounts receivable	7,354,476
Inventories	32,387
Prepaid expenses	192,008
Capital assets:	
Non-depreciable assets	967,943
Depreciable assets	16,946,854
Less accumulated depreciation	<u>(6,932,186)</u>
Total assets	<u>32,677,468</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	7,783,880
Deferred outflows related to OPEB	114,051
Deferred amounts on refunding	<u>170,574</u>
Total deferred outflows of resources	<u>8,068,505</u>
LIABILITIES	
Accounts payable	4,738,800
Unearned revenues	2,031,114
Long-term debt:	
Portion due or payable within one year	150,446
Portion due or payable after one year	7,527,967
Net pension liability	<u>24,124,874</u>
Total liabilities	<u>38,573,201</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	<u>659,029</u>
NET POSITION	
Net investment in capital assets	5,065,323
Restricted for:	
Capital projects	535,597
Categorical programs	2,932,813
Unrestricted	<u>(7,019,990)</u>
Total net position	<u>\$ 1,513,743</u>

YOLO COUNTY OFFICE OF EDUCATION
Statement of Activities
For the Fiscal Year Ended June 30, 2018

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	
Governmental Activities:				
Instructional Services:				
Instruction	\$ 10,433,608	\$ 1,056,881	\$ 6,363,395	\$ (3,013,332)
Instruction-Related Services:				
Supervision of instruction	3,373,351	527,514	1,505,262	(1,340,575)
Instructional library, media and technology	26,284	-	(7)	(26,291)
School site administration	920,815	30,524	549,525	(340,766)
Pupil Support Services:				
Home-to-school transportation	2,579	258	1,409	(912)
Food services	387,249	2,201	177,037	(208,011)
All other pupil services	3,900,022	271,861	3,209,279	(418,882)
General Administration Services:				
Data processing services	1,170,278	-	-	(1,170,278)
Other general administration	2,998,094	137,123	1,180,587	(1,680,384)
Plant services	2,042,087	88,082	981,440	(972,565)
Community services	17,738	-	-	(17,738)
Interest on long-term debt	202,240	-	-	(202,240)
Other outgo	15,022,170	855,819	11,356,663	(2,809,688)
Total governmental activities	\$ 40,496,515	\$ 2,970,263	\$ 25,324,590	(12,201,662)
General Revenues:				
Property taxes				8,056,411
Federal and state aid not restricted to specific purpose				3,429,702
Interest and investment earnings				170,681
Interagency revenues				16,042
Miscellaneous				1,422,261
Total general revenues				13,095,097
Change in net position				893,435
Net position-July 1, 2017				2,125,960
Restatement - change in accounting principle				(1,505,652)
Net position - July 1, 2017, as restated				620,308
Net position- June 30, 2018				\$ 1,513,743

YOLO COUNTY OFFICE OF EDUCATION
Balance Sheet – Governmental Funds
June 30, 2018

	County School Service Fund	Special Education Pass-Through Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS				
Cash	\$ 12,003,199	\$ 806,323	\$ 1,225,818	\$ 14,035,340
Accounts receivable	5,109,420	1,958,078	283,202	7,350,700
Due from other funds	153,556	-	80,707	234,263
Inventories	32,387	-	-	32,387
Prepaid expenditures	192,008	-	-	192,008
	<u>17,490,570</u>	<u>2,764,401</u>	<u>1,589,727</u>	<u>21,844,698</u>
Total Assets	<u>\$ 17,490,570</u>	<u>\$ 2,764,401</u>	<u>\$ 1,589,727</u>	<u>\$ 21,844,698</u>
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	\$ 1,814,179	\$ 2,746,897	\$ 117,747	\$ 4,678,823
Due to other funds	47,068	-	132,184	179,252
Unearned revenue	1,845,576	-	185,538	2,031,114
	<u>3,706,823</u>	<u>2,746,897</u>	<u>435,469</u>	<u>6,889,189</u>
Total Liabilities	<u>3,706,823</u>	<u>2,746,897</u>	<u>435,469</u>	<u>6,889,189</u>
Fund Balances				
Nonspendable	224,395	-	-	224,395
Restricted	2,297,166	17,504	1,153,740	3,468,410
Assigned	10,598,373	-	518	10,598,891
Unassigned	663,813	-	-	663,813
	<u>13,783,747</u>	<u>17,504</u>	<u>1,154,258</u>	<u>14,955,509</u>
Total Fund Balances	<u>13,783,747</u>	<u>17,504</u>	<u>1,154,258</u>	<u>14,955,509</u>
Total Liabilities and Fund Balances	<u>\$ 17,490,570</u>	<u>\$ 2,764,401</u>	<u>\$ 1,589,727</u>	<u>\$ 21,844,698</u>

YOLO COUNTY OFFICE OF EDUCATION

*Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
June 30, 2018*

Total fund balances - governmental funds \$ 14,955,509

In governmental funds, only current assets are reported. In the statement of net position, all assets are reported, including capital assets and accumulated depreciation.

Capital assets at historical cost	17,914,797	
Accumulated depreciation	(6,932,186)	
Net:		10,982,611

In governmental funds, interest on long-term debt is not recognized until the period in which it matures and is paid. In the government-wide statement of activities, it is recognized in the period that it is incurred. The additional liability for unmatured interest owing at the end of the period was: (34,275)

In governmental funds, deferred outflows and inflows of resources related to other postemployment benefits (OPEB) are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources related to OPEB are reported.

Deferred outflows of resources from OPEB 114,051

Deferred amounts on refunding represent amounts paid to an escrow agent in excess of the outstanding debt at the time of the payment for refunded bonds which have been defeased. In the government-wide statements it is recognized as deferred outflow of resources. The remaining deferred amounts on refunding at the end of the period were: 170,574

In governmental funds, only current liabilities are reported. In the statement of net position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

Certificates of participation	5,917,288	
Compensated absences	91,892	
Other postemployment benefits	1,669,233	(7,678,413)

The net pension liability is not due and payable in the current reporting period, and therefore is not reported as a liability in the fund financial statements. (24,124,874)

Internal service funds are used to conduct certain activities for which costs are charged to other funds on a full cost-recovery basis. Because internal service funds are presumed to operate for the benefit of governmental activities, assets and liabilities of internal service funds are reported with governmental activities in the statement of net position. Net position for internal service funds is: 3,709

In governmental funds, deferred outflows and inflows of resources relating to pensions are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to pensions are reported.

Deferred outflows of resources relating to pensions	7,783,880	
Deferred inflows of resources relating to pensions	(659,029)	

Total net position - governmental activities \$ 1,513,743

YOLO COUNTY OFFICE OF EDUCATION

*Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds
For the Fiscal Year Ended June 30, 2018*

	County School Service Fund	Special Education Pass-Through Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES				
LCFF sources	\$ 10,989,908	\$ -	\$ -	\$ 10,989,908
Federal sources	4,675,186	5,721,689	510,102	10,906,977
Other state sources	3,352,079	9,292,879	2,179,558	14,824,516
Other local sources	4,605,951	10,717	488,007	5,104,675
Total Revenues	23,623,124	15,025,285	3,177,667	41,826,076
EXPENDITURES				
Current:				
Instruction	8,752,468	-	1,584,541	10,337,009
Instruction-related services:				
Supervision of instruction	3,114,316	-	268,341	3,382,657
School site administration	813,147	-	79,886	893,033
Pupil support services:				
Home-to-school transportation	26,999	-	-	26,999
Food services	22,442	-	347,043	369,485
All other pupil services	3,632,623	-	238,959	3,871,582
Community services	72,188	-	-	72,188
General administration services:				
Data processing services	1,109,209	-	-	1,109,209
Other general administration	2,656,945	-	21,608	2,678,553
Plant services	1,950,526	-	(376,484)	1,574,042
Transfers of indirect costs	-	-	195,005	195,005
Capital outlay	-	-	540,046	540,046
Intergovernmental transfers	7,602	15,014,567	-	15,022,169
Debt service:				
Principal	-	-	120,000	120,000
Interest	-	-	208,044	208,044
Total Expenditures	22,158,465	15,014,567	3,226,989	40,400,021
Excess (Deficiency) of Revenues Over (Under) Expenditures	1,464,659	10,718	(49,322)	1,426,055
OTHER FINANCING SOURCES (USES)				
Interfund transfers in	55,011	-	226,638	281,649
Interfund transfers out	(83,770)	-	(142,868)	(226,638)
Total Other Financing Sources and Uses	(28,759)	-	83,770	55,011
Net Change in Fund Balances	1,435,900	10,718	34,448	1,481,066
Fund Balances, July 1, 2017	12,347,847	6,786	1,119,810	13,474,443
Fund Balances, June 30, 2018	<u>\$ 13,783,747</u>	<u>\$ 17,504</u>	<u>\$ 1,154,258</u>	<u>\$ 14,955,509</u>

The notes to financial statements are an integral part of this statement.

YOLO COUNTY OFFICE OF EDUCATION

*Reconciliation of the Governmental Funds Statement of Revenues, Expenditures,
and Changes in Fund Balances to the Statement of Activities
For the Fiscal Year Ended June 30, 2018*

Total net change in fund balances - governmental funds \$ 1,481,066

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. The difference between capital outlay expenditures and depreciation expense for the period is:

	614,114	
Expenditures for capital outlay		
Depreciation expense	(572,496)	41,618

In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as reductions of liabilities. Expenditures for repayment of the principal portion of long-term debt were: 120,000

Deferred amounts on refunding represent amounts paid to an escrow agent in excess of the outstanding debt at the time of the payment for refunded bonds which have been defeased. In governmental funds these amounts are recognized as an expenditure. However, in the statement of activities, these amounts are amortized over the life of the refunded debt. The difference between current year amounts and the current year amortization is: 5,004

In governmental funds, interest on long-term debt is recognized in the period that it becomes due. In the government-wide statement of activities, it is recognized in the period that it is incurred. Unmatured interest owing at the end of the period, less matured interest paid during the period but owing from the prior period, was: 800

In governmental funds, postemployment benefits costs are recognized as expenditures in the period they are paid. In the government-wide statements, postemployment benefits costs are recognized in the period that they are incurred. The increase in the net OPEB liability at the end of the period was: 209,437

Internal Service Funds: Because internal service funds are presumed to benefit governmental activities, internal service activities are reported as governmental in the statement of activities. The net increase or decrease in internal service funds was: 3,709

In governmental funds, pension costs are recognized when employer contributions are made. In the statement of activities, pension costs are recognized on the accrual basis. This year, the difference between accrual basis pension costs and actual employer contributions was: (1,013,007)

In the statement of activities, certain operating expenses such as compensated absences and early retirement incentives, for example, are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually *paid*). 44,808

Change in net position of governmental activities \$ 893,435

YOLO COUNTY OFFICE OF EDUCATION
Statement of Net Position – Proprietary Fund
June 30, 2018

	Internal Service Fund
	<u>Self-Insurance Fund</u>
CURRENT ASSETS	
Cash	\$ 80,646
Accounts receivable	<u>3,776</u>
Total assets	<u>84,422</u>
LIABILITIES	
Claims payable	25,702
Due to other funds	<u>55,011</u>
Total liabilities	<u>80,713</u>
NET POSITION	
Unrestricted	<u>\$ 3,709</u>

YOLO COUNTY OFFICE OF EDUCATION

*Statement of Revenues, Expenses and Changes in Net Position – Proprietary Fund
For the Fiscal Year Ended June 30, 2018*

	Internal Service Fund
	<u>Self-Insurance Fund</u>
OPERATING REVENUES	
Self-insurance premiums	\$ 362,425
OPERATING EXPENSES	
Payments for claims and other operating expenses	<u>304,389</u>
Operating Income (Loss)	<u>58,036</u>
NON-OPERATING REVENUES (EXPENSES)	
Interfund transfers	(55,011)
Interest income	<u>684</u>
Total non-operating revenues (expenses)	<u>(54,327)</u>
Change in net position	3,709
Net position, July 1, 2017	<u>-</u>
Net position, June 30, 2018	<u><u>\$ 3,709</u></u>

YOLO COUNTY OFFICE OF EDUCATION
Statement of Cash Flows – Proprietary Fund
For the Fiscal Year Ended June 30, 2018

	Internal Service Fund
	Self-Insurance Fund
<i>CASH FLOWS FROM OPERATING ACTIVITIES</i>	
Received from in-district premiums	\$ 361,899
Payments on insurance claims	(325,624)
Net cash provided (used) by operating activities	<u>36,275</u>
<i>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</i>	
Direct lending disbursements	<u>(17,753)</u>
<i>CASH FLOWS FROM INVESTING ACTIVITIES</i>	
Investment income	<u>684</u>
Net increase (decrease) in cash and cash equivalents	19,206
Cash and cash equivalents, July 1, 2017	<u>61,440</u>
Cash and cash equivalents, June 30, 2018	<u>\$ 80,646</u>
<i>Reconciliation of operating income (loss) to net cash provided (used) by operating activities:</i>	
Operating income (loss)	\$ 58,036
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Receivables, net	(526)
Estimated liability for open claims and IBNRs	(3,537)
Accounts payable and accrued liabilities	(17,698)
Total adjustments	<u>(21,761)</u>
Net cash provided by operating activities	<u>\$ 36,275</u>

YOLO COUNTY OFFICE OF EDUCATION
Statement of Fiduciary Net Position
June 30, 2018

	Agency Funds
	<u>Payroll Revolving, Commercial Revolving, and Other Trust Funds</u>
ASSETS	
Cash	\$ 11,939,867
Total assets	<u>\$ 11,939,867</u>
LIABILITIES	
Due to regulatory and other government agencies	\$ 11,939,867
Total liabilities	<u>\$ 11,939,867</u>

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Yolo County Office of Education (the "County") accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education's *California School Accounting Manual*. The accounting policies of the County conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board. The following is a summary of the more significant policies:

A. Reporting Entity

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the County consists of all funds, departments, and agencies that are not legally separate from the County. For Yolo County Office of Education, this includes general operations, food service, and student related activities of the County.

Component units are legally separate organizations for which the County is financially accountable. Component units may also include organizations that are fiscally dependent on the County, in that the County approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the County is not financially accountable but the nature and significance of the organization's relationship with the County is such that exclusion would cause the County's financial statements to be misleading or incomplete.

For financial reporting purposes, the component units have a financial and operational relationship which meets the reporting entity definition criteria of the Governmental Accounting Standards Board (GASB) Statement No. 61, *The Financial Reporting Entity: Omnibus – An Amendment of GASB Statements No. 14 and No. 34*, and thus are included in the financial statements using the blended presentation method as if they were part of the County's operations because the Board of Trustees of the component units is essentially the same as the Board of Trustees of the County and because their purpose is to finance the construction of facilities to be used for the direct benefit of the County.

The Yolo County Board of Education Financing Corporation (the Corporation) financial activity is presented in the financial statements within the Capital Facilities Fund. Certificates of participation and other debt issued by the Corporation are included as long-term liabilities in the government-wide financial statements. Individually prepared financial statements are not prepared for the Corporation.

B. Basis of Presentation, Basis of Accounting

1. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and the statement of activities display information about the primary government (the County). These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the County's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

1. Basis of Presentation (continued)

Fund Financial Statements

The fund financial statements provide information about the County's funds, including its fiduciary funds (and blended component units). Separate statements for each fund category - *governmental*, *proprietary*, and *fiduciary* - are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

Major Governmental Funds

The County maintains the following major governmental funds:

County School Service Fund: This fund is the general operating fund of the County. It is used to account for all financial resources except those required to be accounted for in another fund. The County also maintains a Deferred Maintenance Fund and a Special Reserve Fund for Postemployment Benefits. Under the flexibility provisions of current statute that allow certain formerly restricted revenues to be used for any educational purpose, the Deferred Maintenance Fund does not currently meet the definition of a special revenue fund as it is no longer primarily composed of restricted or committed revenue sources. In addition, the Special Reserve Fund for Postemployment Benefits is not substantially composed of restricted or committed revenue sources. Because these funds do not meet the definition of special revenue funds under GASB 54, the activity in those funds are being reported within the County School Service Fund.

Special Education Pass-Through Fund: This fund is maintained by the Administrative Unit (AU) of a multi-LEA Special Education Local Plan Area (SELPA) to account for Special Education revenue pass-through to other member Local Education Agencies (LEAs).

Non-Major Governmental Funds

The County maintains the following non-major governmental funds:

Special Revenue Fund:

Adult Education Fund: This fund is used to account for resources restricted to adult education programs maintained by the County.

Child Development Fund: This fund is used to account for resources restricted to child development and preschool programs maintained by the County.

Cafeteria Fund: This fund is used to account for revenues received and expenditures made to operate the County's child and adult care food program.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

1. Basis of Presentation (continued)

Non-Major Governmental Funds (continued)

Capital Projects Fund:

Capital Facilities Fund: This fund is used to account for funds collected from redevelopment agencies and for activity of the Yolo Board of Education Financing Corporation.

Internal Service Funds

Internal Service Funds are used to account for services rendered on a cost-reimbursement basis within the County Office. The County has the following Internal Service Fund:

Self-Insurance Fund: This fund is used to account for earmarked assets to finance the cost of other postemployment benefits, to pay the costs of dental insurance coverage for employees.

Fiduciary Fund

Fiduciary fund reporting focuses on net position and changes in net position. Fiduciary funds are used to report assets held in a trustee or agency capacity for others and therefore cannot be used to support the County's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds. The County maintains the following fiduciary fund:

Agency Fund: The County maintains an agency fund to account for assets of others for which the County acts as an agent. The County office maintains the following agency funds:

Payroll Revolving, Commercial Revolving, and Other Trust Funds: This fund is used primarily to account separately for amounts collected from employees for federal taxes, state taxes, credit unions, and other contributions, as well as funds held for commercial and other trust activities.

2. Measurement Focus, Basis of Accounting

Government-Wide, Proprietary, and Fiduciary Fund Financial Statements

The government-wide, proprietary, and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the County gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Fund Financial Statements

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and financing from capital leases are reported as other financing sources.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

3. Revenues - Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year. Generally, available is defined as collectible within 60 days. However, to achieve comparability of reporting among California districts and so as not to distort normal revenue patterns, with specific respect to reimbursement grants and corrections to state-aid apportionments, the California Department of Education has defined available for districts as collectible within one year. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, interest, certain grants, and other local sources.

Non-exchange transactions, in which the County receives value without directly giving equal value in return, include property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose requirements. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

C. Budgetary Data

The budgetary process is prescribed by provisions of the California *Education Code* and requires the governing board to hold a public hearing and adopt an operating budget no later than July 1 of each year. The County governing board satisfied these requirements. The adopted budget is subject to amendment throughout the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption with the legal restriction that expenditures cannot exceed appropriations by major object account.

The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts after all budget amendments have been accounted for. For budget purposes, on behalf payments have not been included as revenue and expenditures as required under generally accepted accounting principles.

D. Encumbrances

Encumbrance accounting is used in all budgeted funds to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid. All encumbrances are liquidated as of June 30.

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

1. Cash and Cash Equivalents

The County considers cash and cash equivalents to be cash on hand and demand deposits. In addition, because the Treasury Pool is sufficiently liquid to permit withdrawal of cash at any time without prior notice or penalty, equity in the pool is also deemed to be a cash equivalent.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

2. Inventories and Prepaid Items

Inventories are valued at cost using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

3. Capital Assets

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings and Improvements	25-50 years
Furniture and Equipment	5-20 years
Vehicles	8 years

4. Unearned Revenue

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the County prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the County has a legal claim to the resources, the liability for unearned revenue is removed from the combined balance sheet and revenue is recognized.

Certain grants received that have not met eligibility requirements are recorded as unearned revenue. On the governmental fund financial statements, receivables that will not be collected within the available period are also recorded as unearned revenue.

5. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

6. Compensated Absences

The liability for compensated absences reported in the government-wide statements consists of unpaid, accumulated vacation balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included.

7. Postemployment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Yolo County Office of Education Retiree Benefits Plan (“the Plan”) and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

8. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the County’s California State Teachers Retirement System (CalSTRS) and California Public Employees’ Retirement System (CalPERS) plans and addition to/deductions from the Plans’ fiduciary net position have been determined on the same basis as they are reported by CalSTRS and CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

9. Fund Balances

The fund balance for governmental funds is reported in classifications based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Nonspendable: Fund balance is reported as nonspendable when the resources cannot be spent because they are either in a nonspendable form or legally or contractually required to be maintained intact. Resources in nonspendable form include inventories and prepaid assets.

Restricted: Fund balance is reported as restricted when the constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provision or by enabling legislation.

Committed: The County’s highest decision-making level of authority rests with the County’s Board. Fund balance is reported as committed when the Board passes a resolution that places specified constraints on how resources may be used. The Board can modify or rescind a commitment of resources through passage of a new resolution.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

9. Fund Balances (continued)

Assigned: Resources that are constrained by the County's intent to use them for a specific purpose, but are neither restricted nor committed, are reported as assigned fund balance. Intent may be expressed by either the Board, committees (such as budget or finance), or officials to which the Board has delegated authority.

Unassigned: Unassigned fund balance represents fund balance that has not been restricted, committed, or assigned and may be utilized by the County for any purpose. When expenditures are incurred, and both restricted and unrestricted resources are available, it is the County's policy to use restricted resources first, then unrestricted resources in the order of committed, assigned, and then unassigned, as they are needed.

10. Net Position

Net position is classified into three components: net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- **Restricted** - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted net position** - This component of net position consists of net position that does not meet the definition of "net investment in capital assets" or "restricted".

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, then unrestricted resources as they are needed.

F. Minimum Fund Balance Policy

The County has not adopted a formal minimum fund balance policy, as recommended by GASB Statement No. 54; however, the County follows the guidelines recommended in the Criteria and Standards of Assembly Bill (AB) 1200, which recommend a Reserve for Economic Uncertainties consisting of unassigned amounts equal to no less than three percent of total General Fund expenditures and other financing uses.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Minimum Fund Balance Policy (continued)

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the County considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the County considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed unless the governing board has provided otherwise in its commitment or assignment actions.

G. Property Tax Calendar

The County is responsible for the assessment, collection, and apportionment of property taxes for all jurisdictions including the schools and special districts within the County. The Board of Supervisors levies property taxes as of September 1 on property values assessed on July 1. Secured property tax payments are due in two equal installments. The first is generally due November 1 and is delinquent with penalties on December 10, and the second is generally due on February 1 and is delinquent with penalties on April 10. Secured property taxes become a lien on the property on January 1.

H. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those estimates.

I. New GASB Pronouncements

During the 2017-18 fiscal year, the following GASB Pronouncements became effective:

1. In June 2015, the GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits, or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for all postemployment benefits (pensions and OPEB) with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency.

This Statement replaces the requirements of Statements No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*, for OPEB. Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, establishes new accounting and financial reporting requirements for OPEB plans.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

I. New GASB Pronouncements (continued)

2. In March 2016, the GASB issued Statement No. 81, *Irrevocable Split-Interest Agreements*. The objective of this Statement is to improve accounting and financial reporting for irrevocable split-interest agreements by providing recognition and measurement guidance for situations in which a government is a beneficiary of the agreement. This Statement requires that a government that receives resources pursuant to an irrevocable split-interest agreement recognize assets, liabilities, and deferred inflows of resources at the inception of the agreement. Furthermore, this Statement requires that a government recognize assets representing its beneficial interests in irrevocable split-interest agreements that are administered by a third party, if the government controls the present service capacity of the beneficial interests. This Statement requires that a government recognize revenue when the resources become applicable to the reporting period.
3. In March 2017, the GASB issued Statement No. 85, *Omnibus 2017*. The objective of this Statement is to address practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits [OPEB]). Specifically, this Statement addresses the following topics:
 - Blending a component unit in circumstances in which the primary government is a business-type activity that reports in a single column for financial statement presentation
 - Reporting amounts previously reported as goodwill and “negative” goodwill
 - Classifying real estate held by insurance entities
 - Measuring certain money market investments and participating interest-earning investment contracts at amortized cost
 - Timing of the measurement of pension or OPEB liabilities and expenditures recognized in financial statements prepared using the current financial resources measurement focus
 - Recognizing on-behalf payments for pensions or OPEB in employer financial statements
 - Presenting payroll-related measures in required supplementary information for purposes of reporting by OPEB plans and employers that provide OPEB
 - Classifying employer-paid member contributions for OPEB
 - Simplifying certain aspects of the alternative measurement method for OPEB
 - Accounting and financial reporting for OPEB provided through certain multiple-employer defined benefit OPEB plans.
4. In May 2017, the GASB issued Statement No. 86, *Certain Debt Extinguishment Issues*. The primary objective of this Statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources-resources other than the proceeds of refunding debt - are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 2 – CASH

Cash at June 30, 2018, is reported at fair value and consisted of the following:

	Governmental Activities		Total Governmental Activities	Fiduciary Fund
	Governmental Funds	Proprietary Funds		
Pooled Funds:				
Cash in county treasury	\$ 14,034,840	\$ 80,646	\$ 14,115,486	\$ 11,939,867
Deposits:				
Cash in banks	500	-	500	-
Total Cash	<u>\$ 14,035,340</u>	<u>\$ 80,646</u>	<u>\$ 14,115,986</u>	<u>\$ 11,939,867</u>

Pooled Funds

In accordance with Education Code Section 41001, the County maintains substantially all of its cash in the County Treasury. The County pools and invests the cash. These pooled funds are carried at cost which approximates fair value. Interest earned is deposited annually to participating funds. Any investment losses are proportionately shared by all funds in the pool.

Because the County’s deposits are maintained in a recognized pooled investment fund under the care of a third party and the County’s share of the pool does not consist of specific, identifiable investment securities owned by the County, no disclosure of the individual deposits and investments or related custodial credit risk classifications is required.

In accordance with applicable state laws, the County Treasurer may invest in derivative securities with the State of California. However, at June 30, 2018, the County Treasurer has represented that the Pooled Investment Fund contained no derivatives or other investments with similar risk profiles.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the County’s deposits may not be returned to it. The County does not have a policy for custodial credit risk for deposits. Cash balances held in banks are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC) and are collateralized by the respective financial institutions. In addition, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

As of June 30, 2018, none of the County’s bank balance was exposed to custodial credit risk because it was insured by the FDIC.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 2 – CASH (continued)

Fair Value Measurements

The County categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 – Quoted prices in active markets for identical assets that the County has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 – Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

Level 3 – Unobservable inputs should be developed using the best information available under the circumstances, which might include the County's own data. The County should adjust that date if reasonably available information indicates that other market participants would use different data or certain circumstances specific to the County are not available to other market participants.

Uncategorized – Investments in the Yolo County Treasury Investment Pool are not measured using the input levels above because the County's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2018, consisted of the following:

	County School Service Fund	Special Education Pass- Through Fund	Non-Major Governmental Funds	Total Governmental Funds	Self- Insurance Fund
Federal Government:					
LCFF	\$ 12,035	\$ -	\$ -	\$ 12,035	\$ -
Categorical aid programs	2,605,991	1,648,049	107,044	4,361,084	-
State Government:					
Special education	304,043	-	-	304,043	-
Lottery	15,552	-	-	15,552	-
Categorical aid programs	285,289	307,510	171,733	764,532	-
Local:					
Interagency services	1,603,777	-	-	1,603,777	-
Other local resources	282,733	2,519	4,425	289,677	3,776
Total	\$ 5,109,420	\$ 1,958,078	\$ 283,202	\$ 7,350,700	\$ 3,776

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 4 - INTERFUND TRANSACTIONS

A. Balances Due To/From Other Funds

Balances due/to other funds at June 30, 2018, consisted of the following:

	Due from other funds		Total Governmental Funds
	County School Service Fund	Non-Major Governmental Funds	
County School Service Fund	\$ -	\$ 47,068	\$ 47,068
Non-Major Governmental Funds	98,545	33,639	132,184
Self-Insurance Fund	55,011	-	55,011
Totals	\$ 153,556	\$ 80,707	\$ 234,263
County School Service Fund due to Child Development Fund for OPEB transfer, WC, etc.			\$ 39,506
County School Service Fund due to Cafeteria Fund for OPEB transfer			7,562
Adult Education Fund due to County School Service Fund for OPEB costs			1,356
Child Development Fund due to County School Service Fund for indirect, internet, and printer costs			88,291
Child Development Fund due to Cafeteria Fund for CACFP transfer			33,639
Cafeteria Fund due to County School Service Fund for indirect cost			8,898
Self-Insurance Fund transfer to Special Reserve Fund for Postemployment Benefits for benefits transfer			55,011
Total			\$ 234,263

At June 30, 2018, the County School Services Fund owed \$333,302 to the Deferred Maintenance Fund and \$33,898 to the Special Reserve Fund for Postemployment Benefits. As described in Note 1.B. and in accordance with GASB Statement No. 54, the Deferred Maintenance Fund and the Special Reserve Fund for Postemployment Benefits are reported within the General Fund in these financial statements. Therefore, all interfund activity has been removed from the fund financial statements.

B. Transfers To/From Other Funds

Transfers between funds at June 30, 2018 consisted of the following:

General Fund transfer to Cafeteria for both direct and indirect costs	\$ 83,771
Child Development Fund to Cafeteria Fund for CACFP costs	142,867
Self-Insurance Fund transfer to Special Reserve Fund for Postemployment Benefits for benefits transfer	55,011
Total	\$ 281,649

During the fiscal year, the County School Services Fund made transfers of \$33,898 to the Special Reserve Fund for Postemployment Benefits. As described in Note 1.B. and in accordance with GASB Statement No. 54, the Special Reserve Fund for Postemployment Benefits is reported within the General Fund in these financial statements. Therefore, all interfund activity has been removed from the fund financial statements.

YOLO COUNTY OFFICE OF EDUCATION
Notes to Financial Statements
June 30, 2018

NOTE 5 – FUND BALANCES

At June 30, 2018, fund balances of the County’s governmental funds were classified as follows:

	County School Service Fund	Special Education Pass-Through Fund	Non-Major Governmental Funds	Total
Nonspendable:				
Stores inventories	\$ 32,387	\$ -	\$ -	\$ 32,387
Prepaid expenditures	192,008	-	-	192,008
Total Nonspendable	224,395	-	-	224,395
Restricted:				
Categorical programs	2,297,166	17,504	551,395	2,866,065
Food service	-	-	66,748	66,748
Capital projects	-	-	535,597	535,597
Total Restricted	2,297,166	17,504	1,153,740	3,468,410
Assigned:				
Adult education program	-	-	202	202
Child development program	-	-	306	306
Deferred maintenance program	1,586,707	-	-	1,586,707
Postemployment benefits	568,193	-	-	568,193
Other	8,443,473	-	10	8,443,483
Total Assigned	10,598,373	-	518	10,598,891
Unassigned:				
Reserve for economic uncertainties	663,813	-	-	663,813
Total Unassigned	663,813	-	-	663,813
Total	\$ 13,783,747	\$ 17,504	\$ 1,154,258	\$ 14,955,509

YOLO COUNTY OFFICE OF EDUCATION
Notes to Financial Statements
June 30, 2018

NOTE 6 – CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the year ended June 30, 2018 was as follows:

	Balance, July 1, 2017	Additions	Deletions	Balance, June 30, 2018
Capital assets not being depreciated:				
Land	\$ 808,908	\$ -	\$ -	\$ 808,908
Construction in progress	-	159,035	-	159,035
Total capital assets not being depreciated	<u>808,908</u>	<u>159,035</u>	<u>-</u>	<u>967,943</u>
Capital assets being depreciated:				
Improvement of sites	2,472,147	20,675	-	2,492,822
Buildings	12,189,296	167,034	-	12,356,330
Equipment	1,830,332	267,370	-	2,097,702
Total capital assets being depreciated	<u>16,491,775</u>	<u>455,079</u>	<u>-</u>	<u>16,946,854</u>
Accumulated depreciation for:				
Improvement of sites	(806,012)	(124,298)	-	(930,310)
Buildings	(4,266,586)	(316,552)	-	(4,583,138)
Equipment	(1,287,092)	(131,646)	-	(1,418,738)
Total accumulated depreciation	<u>(6,359,690)</u>	<u>(572,496)</u>	<u>-</u>	<u>(6,932,186)</u>
Total capital assets being depreciated, net	<u>10,132,085</u>	<u>(117,417)</u>	<u>-</u>	<u>10,014,668</u>
Governmental activity capital assets, net	<u>\$ 10,940,993</u>	<u>\$ 41,618</u>	<u>\$ -</u>	<u>\$ 10,982,611</u>

Depreciation expense was allocated to the following functions on the Statement of Activities:

Instruction	\$ 5,910
Instructional supervision	8,310
School site administration	10,126
Food service	397
All other pupil services	21,814
Data processing services	55,348
Plant services	470,591
Total	<u>\$ 572,496</u>

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 7 – GENERAL LONG-TERM DEBT

Changes in long-term debt for the year ended June 30, 2018 were as follows:

	Balance, July 1, 2017	Additions	Deductions	Balance, June 30, 2018	Amount Due Within One Year
Certificates of Participation:					
Principal payments	\$ 5,785,000	\$ -	\$ 120,000	\$ 5,665,000	\$ 135,000
Issuance premium	267,735	-	15,447	252,288	15,446
Sub-total Certificates of Participation	6,052,735	-	135,447	5,917,288	150,446
Compensated absences	136,700	-	44,808	91,892	-
Other postemployment benefits	1,764,619	58,588	153,974	1,669,233	-
Total	\$ 7,954,054	\$ 58,588	\$ 334,229	\$ 7,678,413	\$ 150,446

Certificates of participation are paid from the Capital Facilities Fund. Accumulated vacation will be paid for by the fund for which the employee worked. Other postemployment benefits are paid from the County School Service Fund.

2015 Refunding Certificates of Participation

On April 29, 2015, the County Office issued \$5,975,000 of Refunding Certificates of Participation. The certificates bear fixed interest rates ranging between 2.0% and 5.0% with annual maturities from November 1, 2015 through November 1, 2034. The net proceeds of \$8,053,546 (after premiums of \$301,201, other sources of \$1,994,820 and issuance costs of \$217,475) were used to fully prepay the County Office's outstanding 2004 Certificates.

The net proceeds were used to purchase U.S. government securities. Those securities were deposited into an irrevocable trust with an escrow agent to provide for future debt service payments on the refunded certificates. As a result, the refunded certificates are considered to be defeased, and the related liability for the certificates has been removed from the County Office's liabilities. Amounts paid to the escrow agent in excess of the outstanding debt at the time of payment are recorded as deferred amounts on refunding on the statement of net position and are amortized to interest expense over the life of the liability. Deferred amounts on refunding as of June 30, 2018, of \$170,574 remain to be amortized for this refunding. As of June 30, 2018, the defeased debt had been fully paid out of escrow and there was no principal balance outstanding on the debt.

The annual requirements to amortize certificates of participation outstanding as of June 30, 2018, are as follows:

Fiscal Year	Principal	Interest	Total
2018-2019	\$ 135,000	\$ 202,944	\$ 337,944
2019-2020	155,000	196,369	351,369
2020-2021	175,000	188,119	363,119
2021-2022	200,000	178,744	378,744
2022-2023	225,000	168,119	393,119
2023-2028	1,495,000	655,203	2,150,203
2028-2033	2,175,000	367,240	2,542,240
2033-2035	1,105,000	37,884	1,142,884
Totals	\$ 5,665,000	\$ 1,994,622	\$ 7,659,622

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 8 - OPERATING LEASES

The County Office has entered into various operating lease agreements for buildings and equipment with lease terms in excess of one year. All the agreements contain termination clauses providing for cancellation after a specified number of days by submitting written notice to lessors. It is unlikely the County Office will cancel any of the agreements prior to the expiration date. Future minimum lease payments are as follows:

Year Ending June 30,	Lease Payments
2019	\$ 185,367
2020	132,689
2021	29,047
Total	<u>\$ 347,103</u>

Total rent expense incurred during the year ended June 30, 2018 under these lease agreements was \$185,367.

NOTE 9 - JOINT VENTURES

The Yolo County Office of Education participates in two joint powers agreement (JPA) entities: the Central Valley Schools Joint Powers Authority (CVSJPA) and the North Valley Schools Insurance Group (NVSIG). NVSIG pools its insurance in the Protected Insurance Program for Schools and Community Colleges (PIPS) JPA, which then insures the County Office's workers' compensation claims. The relationships between the County Office and the JPAs are such that the JPAs are not component units of the County Office for financial reporting purposes.

CVSJPA and NVSIG arrange for and provide workers' compensation, property, and liability insurance coverage for their members. The JPAs are governed by boards consisting of a representative from each member district. The boards control the operations of the JPAs, including selection of management and approval of operating budgets, independent of any influence by the member districts beyond their representation of the boards. Each member district pays a premium commensurate with the level of coverage requested and shares surpluses and deficits proportionate to their participation in the JPAs.

Condensed financial information of the JPA's is shown below:

	CVS (Audited) June 30, 2018	NVSIG (Audited) June 30, 2017
Total Assets	\$ 420,455	\$ 3,274,714
Total Liabilities	97,133	1,708,375
Total Net Position	<u>\$ 323,322</u>	<u>\$ 1,566,339</u>
Total Operating Revenues	\$ 685,608	\$ 13,061,327
Total Operating Expenses	709,349	13,136,777
Total Operating Income	(23,741)	(75,450)
Total Non-Operating Income	6,298	32,275
Change in Net Position	<u>\$ (17,443)</u>	<u>\$ (43,175)</u>

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 10 – COMMITMENTS AND CONTINGENCIES

A. State and Federal Allowances, Awards, and Grants

The County has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

B. Litigation

The County is involved in certain legal matters that arose out of the normal course of business. The County has not accrued liability for any potential litigation against it because it does not meet the criteria to be considered a liability at June 30.

NOTE 11 – RISK MANAGEMENT

Workers' Compensation

JPA's SIR:	\$0 with NVSIG
Excess Insurance:	\$1-\$150,000,000 with Protected Insurance Program for Schools and Community Colleges (PIPS)

Property - CVSJPA

County Office Deductible:	\$1,000
JPA's SIR:	\$1,001 to \$10,000
Excess Insurance:	\$10,001-\$250,000 per occurrence with NorCal ReLiEF \$250,001-\$249,750,000 per occurrence with SAFER

Liability - CVSJPA

County Office Deductible:	\$1,000
JPA's SIR:	\$1,001 to \$10,000 with CVSJPA
Excess Insurance:	\$10,001-\$1,000,000 with NorCal ReLiEF \$1,000,001-\$25,000,000 with SAFER

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers' Retirement System (CalSTRS), and classified employees are members of the California Public Employees' Retirement System (CalPERS).

For the fiscal year ended June 30, 2018, the County reported net pension liabilities, deferred outflows of resources, deferred inflows of resources, and pension expense for each of the above plans as follows:

<u>Pension Plan</u>	<u>Net Pension Liability</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Pension Expense</u>
CalSTRS	\$ 11,609,327	\$ 3,929,352	\$ 511,674	\$ 1,310,376
CalPERS	12,515,547	3,854,528	147,355	1,858,622
Total	<u>\$ 24,124,874</u>	<u>\$ 7,783,880</u>	<u>\$ 659,029</u>	<u>\$ 3,168,998</u>

The details of each plan are as follows:

A. California State Teachers' Retirement System (CalSTRS)

Plan Description

The County contributes to the State Teachers Retirement Plan (STRP) administered by the California State Teachers' Retirement System (CalSTRS). STRP is a cost-sharing multiple-employer public employee retirement system defined benefit pension plan. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law.

A full description of the pension plan regarding benefit provisions, assumptions (for funding, but not accounting purposes), and membership information is listed in the June 30, 2016, annual actuarial valuation report, Defined Benefit Program Actuarial Valuation. This report and CalSTRS audited financial information are publicly available reports that can be found on the CalSTRS website under Publications at: <http://www.calstrs.com/member-publications>.

Benefits Provided

The STRP provides retirement, disability and survivor benefits to beneficiaries. Benefits are based on members' final compensation, age, and years of service credit. Members hired on or before December 31, 2012, with five years of credited service are eligible for the normal retirement benefit at age 60. Members hired on or after January 1, 2013, with five years of credited service are eligible for the normal retirement benefit at age 62. The normal retirement benefit is equal to 2.0% of final compensation for each year of credited service.

The STRP is comprised of four programs: Defined Benefit Program, Defined Benefit Supplement Program, Cash Balance Benefit Program, and Replacement Benefits Program. The STRP holds assets for the exclusive purpose of providing benefits to members and beneficiaries of these programs. CalSTRS also uses plan assets to defray reasonable expenses of administering the STRP. Although CalSTRS is the administrator of the STRP, the state is the sponsor of the STRP and obligor of the trust. In addition, the state is both an employer and nonemployer contributing entity to the STRP.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

A. California State Teachers’ Retirement System (CalSTRS) (continued)

Benefits Provided (continued)

The County contributes exclusively to the STRP Defined Benefit Program, thus disclosures are not included for the other plans.

The STRP provisions and benefits in effect at June 30, 2018, are summarized as follows:

	STRP Defined Benefit Program	
	On or before December 31, 2012	On or after January 1, 2013
Hire Date	December 31, 2012	January 1, 2013
Benefit Formula	2% at 60	2% at 62
Benefit Vesting Schedule	5 years of service	5 years of service
Benefit Payments	Monthly for life	Monthly for life
Retirement Age	60	62
Monthly Benefits as a Percentage of Eligible Compensation	2.0%-2.4%	2.0%-2.4%
Required Employee Contribution Rate	10.25%	9.205%
Required Employer Contribution Rate	14.43%	14.43%
Required State Contribution Rate	9.328%	9.328%

Contributions

Required member District and State of California contributions rates are set by the California Legislature and Governor and detailed in Teachers’ Retirement Law. The contributions rates are expressed as a level percentage of payroll using the entry age normal actuarial method. In accordance with AB 1469, employer contributions into the CalSTRS will be increasing to a total of 19.1% of applicable member earnings phased over a seven year period. The contribution rates for each plan for the year ended June 30, 2018, are presented above and the County's total contributions were \$996,286.

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2018, the County reported a liability for its proportionate share of the net pension liability that reflected a reduction for State pension support provided to the County. The amount recognized by the County as its proportionate share of the net pension liability, the related state support and the total portion of the net pension liability that was associated with the County were as follows:

Total net pension liability, including State share:	
District’s proportionate share of net pension liability	\$ 11,609,327
State’s proportionate share of the net pension liability associated with the District	2,711,226
Total	<u>\$ 14,320,553</u>

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

A. California State Teachers’ Retirement System (CalSTRS) (continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

The net pension liability was measured as of June 30, 2017. The County's proportion of the net pension liability was based on a projection of the County's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts and the State, actuarially determined. The County's proportions of the net pension liability for the two most recent measurement periods were:

	Percentage Share of Risk Pool		Change Increase/ (Decrease)
	Fiscal Year Ending June 30, 2018	Fiscal Year Ending June 30, 2017	
Measurement Date	<u>June 30, 2017</u>	<u>June 30, 2016</u>	
Proportion of the Net Pension Liability	0.012553%	0.013000%	-0.000447%

For the year ended June 30, 2018, the County recognized pension expense of \$1,310,376. In addition, the County recognized pension expense and revenue of \$122,388 for support provided by the State. At June 30, 2018, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 996,286	\$ -
Net change in proportionate share of net pension liability	739,370	-
Difference between projected and actual earnings on pension plan investments	-	309,189
Changes of assumptions	2,150,763	-
Differences between expected and actual experience in the measurement of the total pension liability	42,933	202,485
Total	<u>\$ 3,929,352</u>	<u>\$ 511,674</u>

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to the difference between projected and actual earnings on pension plan investments will be amortized over a closed five-year period. The deferred outflows/(inflows) of resources related to the net change in proportionate share of net pension liability, changes of assumptions, and differences between expected and actual experience in the measurement of the total pension liability will be amortized over the Expected Average Remaining Service Life (EARSLS) of all members that are provided benefits (active, inactive, and retirees) as of the beginning of the measurement period. The EARSLS for the measurement period is 7 years.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

A. California State Teachers’ Retirement System (CalSTRS) (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,	Deferred Outflows/(Inflows) of Resources
2019	\$ 169,019
2020	620,562
2021	454,105
2022	151,318
2023	449,460
Thereafter	576,928
Total	<u>\$ 2,421,392</u>

Actuarial Methods and Assumptions

Total pension liability for STRS was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2016, and rolling forward the total pension liability to June 30, 2017. The financial reporting actuarial valuation as of June 30, 2016, used the following methods and assumptions, applied to all prior periods included in the measurement:

Valuation Date	June 30, 2016
Measurement Date	June 30, 2017
Experience Study	July 1, 2010 through June 30, 2015
Actuarial Cost Method	Entry age normal
Investment Rate of Return	7.1%
Consumer Price of Inflation	2.75%
Wage Growth	3.5%

CalSTRS changed the mortality assumptions based on the July 1, 2010, through June 30, 2015, experience study adopted by the board in February 2017. CalSTRS uses a generational mortality assumption, which involves the use of a base mortality table and projection scales to reflect expected annual reductions in mortality rates at each age, resulting in increases in life expectancies each year into the future. The base mortality tables are CalSTRS custom tables derived to best fit the patterns of mortality among our members. The projection scale was set equal to 110% of the ultimate improvement factor from the Mortality Improvement Scale (MP-2016) table, issued by the Society of Actuaries.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. The best-estimate ranges were developed using capital market assumptions from CalSTRS general investment consultant (Pension Consulting Alliance–PCA) as an input to the process. The actuarial investment rate of return assumption was adopted by the board in February 2017 in conjunction with the most recent experience study.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

A. California State Teachers’ Retirement System (CalSTRS) (continued)

Actuarial Methods and Assumptions (continued)

For each future valuation, CalSTRS consulting actuary (Milliman) reviews the return assumption for reasonableness based on the most current capital market assumptions. Best estimates of 20-year geometrically-linked real rates of return and the assumed asset allocation for each major asset class for the year ended June 30, 2017, are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term Expected Real Rate of Return
Global Equity	47%	6.30%
Fixed Income	12%	0.30%
Real Estate	13%	5.20%
Private Equity	13%	9.30%
Absolute Return/Risk Mitigating Strategies	9%	2.90%
Inflation Sensitive	4%	3.80%
Cash/Liquidity	2%	-1.00%

Discount Rate

The discount rate used to measure the total pension liability was 7.1%. The projection of cash flows used to determine the discount rate assumed the contributions from plan members and employers will be made at statutory contribution rates. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return (7.1%) and assuming that contributions, benefit payments and administrative expense occurred midyear. Based on these assumptions, the STRP's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine total pension liability.

The following presents the County's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is one percent lower or higher than the current rate:

Discount Rate	Net Pension Liability
1% decrease (6.10%)	\$ 17,046,177
Current discount rate (7.10%)	11,609,327
1% increase (8.10%)	7,196,954

On Behalf Payments

The State of California makes contributions to CalSTRS on behalf of the County. These payments consist of State General Fund contributions to CalSTRS in the amount of \$558,514 (9.328% of annual payroll). Under accounting principles generally accepted in the United States of America, these amounts are reported as revenues and expenditures. On behalf payments have been included in the budgeted amounts reported in the General Fund - Budgetary Comparison Schedule.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

B. California Public Employees Retirement System (CalPERS)

Plan Description

Qualified employees are eligible to participate in the School Employer Pool (SEP) under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Law.

A full description of the pension plan regarding benefit provisions, assumptions (for funding, but not accounting purposes), and membership information is listed in the June 30, 2016 annual actuarial valuation report, Schools Pool Actuarial Valuation. This report and CalPERS audited financial information are publically available reports that can be found on the CalPERS website under Forms and Publications at: <https://www.calpers.ca.gov/page/forms-publications>.

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of service credit, a benefit factor, and the member's final compensation. Members hired on or before December 31, 2012, with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Members hired on or after January 1, 2013, with five years of total service are eligible to retire at age 52 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after five years of service. The Basic Death Benefit is paid to any member's beneficiary if the member dies while actively employed. An employee's eligible survivor may receive the 1957 Survivor Benefit if the member dies while actively employed, is at least age 50 (or 52 for members hired on or after January 1, 2013), and has at least five years of credited service. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The CalPERS provisions and benefits in effect at June 30, 2018, are summarized as follows:

	<u>School Employer Pool (CalPERS)</u>	
	On or before December 31, 2012	On or after January 1, 2013
Hire Date		
Benefit Formula	2% at 55	2% at 62
Benefit Vesting Schedule	5 years of service	5 years of service
Benefit Payments	Monthly for life	Monthly for life
Retirement Age	55	62
Monthly Benefits as a Percentage of Eligible Compensation	1.1%-2.5%	1.0%-2.5%
Required Employee Contribution Rate	7.00%	6.00%
Required Employer Contribution Rate	15.531%	15.531%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Total plan contributions are calculated through the CalPERS annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

B. California Public Employees Retirement System (CalPERS) (continued)

Contributions (continued)

The County is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The contributions rates are expressed as percentage of annual payroll. The contribution rates for each plan for the year ended June 30, 2018, are presented above and the total District contributions were \$1,037,316.

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

As of June 30, 2018, the County reported net pension liabilities for its proportionate share of the CalPERS net pension liability totaling \$12,515,547. The net pension liability was measured as of June 30, 2017. The County's proportion of the net pension liability was based on a projection of the County's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. The County's proportions of the net pension liability for the two most recent measurement periods were:

	<u>Percentage Share of Risk Pool</u>		<u>Change Increase/ (Decrease)</u>
	<u>Fiscal Year Ending June 30, 2018</u>	<u>Fiscal Year Ending June 30, 2017</u>	
Measurement Date	<u>June 30, 2017</u>	<u>June 30, 2016</u>	
Proportion of the Net Pension Liability	0.052426%	0.053200%	-0.000774%

For the year ended June 30, 2018, the County recognized pension expense of \$1,858,622. At June 30, 2018, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions subsequent to measurement date	\$ 1,037,316	\$ -
Net change in proportionate share of net pension liability	107,787	-
Difference between projected and actual earnings on pension plan investments	432,952	-
Changes of assumptions	1,828,093	147,355
Differences between expected and actual experience in the measurement of the total pension liability	448,380	-
Total	<u>\$ 3,854,528</u>	<u>\$ 147,355</u>

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to the difference between projected and actual earnings on pension plan investments will be amortized over a closed five-year period. The deferred outflows/(inflows) of resources related to the net change in proportionate share of net pension liability, changes of assumptions, and differences between expected and actual experience in the measurement of the total pension liability will be amortized over the Expected Average Remaining Service Life (EARSL) of all members that are provided benefits (active, inactive, and retirees) as of the beginning of the measurement period. The EARSL for the measurement period is 4 years.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

B. California Public Employees Retirement System (CalPERS) (continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,	Deferred Outflows/(Inflows) of Resources
2019	\$ 651,383
2020	1,321,758
2021	965,578
2022	(268,862)
2023	-
Thereafter	-
Total	<u>\$ 2,669,857</u>

Actuarial Methods and Assumptions

Total pension liability for SEP was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2016, and rolling forward the total pension liability to June 30, 2017. The financial reporting actuarial valuation as of June 30, 2016, used the following methods and assumptions, applied to all prior periods included in the measurement:

Valuation Date	June 30, 2016
Measurement Date	June 30, 2017
Experience Study	July 1, 1997 through June 30, 2011
Actuarial Cost Method	Entry age normal
Discount Rate	7.15%
Consumer Price of Inflation	2.75%
Wage Growth	Varies by entry age and service

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS experience study adopted by the CalPERS Board. For purposes of the post-retirement mortality rates, those revised rates include 20 years of mortality improvements, using Scale BB published by the Society of Actuaries.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first ten years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administration expenses.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 12 – PENSION PLANS (continued)

B. California Public Employees Retirement System (CalPERS) (continued)

Actuarial Methods and Assumptions (continued)

The target asset allocation and best estimates of real rates of return for each major asset class are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term Expected Real Rate of Return
Global Equity	47%	5.38%
Fixed Income	19%	2.27%
Inflation Assets	6%	1.39%
Private Equity	12%	6.63%
Real Estate	11%	5.21%
Infrastructure and Forestland	3%	5.36%
Liquidity	2%	-0.90%

Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed the contributions from plan members and employers will be made at statutory contribution rates. Based on these assumptions, the School Employer Pool fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine total pension liability.

The following presents the County's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is one percent lower or higher than the current rate:

Discount Rate	Net Pension Liability
1% decrease (6.15%)	\$ 18,414,381
Current discount rate (7.15%)	12,515,547
1% increase (8.15%)	7,621,971

C. Social Security

As established by Federal law, all public sector employees who are not members of their employer's existing retirement system (CalSTRS or CalPERS) must be covered by social security or an alternative plan. The County has elected to use the Social Security as its alternative plan.

D. Payables to the Pension Plans

At June 30, 2018, the County reported payables of \$11,301 and \$11,429 for the outstanding amount of legally required contributions to the CalSTRS and CalPERS pension plans, respectively, required for the fiscal year ended June 30, 2018.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 13 – OTHER POSTEMPLOYMENT BENEFITS

A. General Information about the OPEB Plan

Plan description

The County Office’s defined benefit OPEB plan provides OPEB for eligible certificated, classified, and management employees of the County Office. The authority to establish and amend the benefit terms and financing requirements are governed by collective bargaining agreements with plan members. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits provided

Following is a description of the retiree benefit plan that applies to those hired prior to July 1, 1991.

	<u>Certificated*</u>	<u>Classified*</u>
Benefit types provided	Medical, dental and vision	Medical, dental and vision
Duration of Benefits	Lifetime	Lifetime
Required Service	15 consecutive years	15 consecutive years
Minimum Age	55	55
Dependent Coverage	Yes	Yes
County Office Contribution %	100%	100%
County Office Cap	Negotiated cap	Negotiated cap to age 65; \$75 per month thereafter

*Management follows the above benefits as appropriate

Employees covered by benefit terms

At June 30, 2017, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	27
Active employees	4
Total	<u>31</u>

Medicare Premium Payment (MPP) Program

The Medicare Premium Payment Program is a cost-sharing multiple-employer other postemployment benefit plan established pursuant to Chapter 1032, Statutes of 2000 (SB 1435). CalSTRS administers the MPP Program, through the Teachers’ Health Benefit Fund. The MPP Program pays Medicare Part A premiums and Medicare Parts A and B late enrollment surcharges for eligible members of the Defined Benefit Program who were retired or began receiving a disability allowance prior to July 1, 2012, and were not eligible for premium free Medicare Part A. The payments are made directly to the Centers for Medicare and Medicaid Services on a monthly basis.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 13 – OTHER POSTEMPLOYMENT BENEFITS (continued)

B. Total OPEB Liability

The total OPEB liability of \$1,585,176 for the County Office Plan was measured as of June 30, 2017, and was determined by an actuarial valuation as of that date. The County Office’s proportionate share of the net MPP Program OPEB liability of \$84,057 was measured as of June 30, 2017, and was determined by an actuarial valuation as of June 30, 2016.

Actuarial assumptions and other inputs

The total OPEB liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

	County Office Plan	MPP Program
Valuation Date	June 30, 2017	June 30, 2016
Experience Study	N/A	July 1, 2010, through June 30, 2015
Inflation	2.75 percent	N/A
Salary increases	2.75 percent	N/A
Healthcare cost trend rates	4.0 percent	3.58 percent
Retirees' share of benefit-related costs	County Office pays 100%	3.7 percent for Medicare Part A, and 4.1 percent for Medicare Part B

County Office Plan

The discount rate used was 3.5% per year net of expenses. This is based on the Bond Buyer 20 Bond Index.

The mortality assumptions are based on the 2009 CalSTRS Mortality table created by CalSTRS, the 2014 CalPERS Retiree Mortality for Miscellaneous Employees table created by CalPERS, and the 2014 CalPERS Active Mortality for Miscellaneous Employees table created by CalPERS.

MPP Program

The discount rate used to measure the total OPEB liability was 3.58 percent. The MPP Program is funded on a pay-as-you-go basis, and under the pay-as-you-go method, the OPEB plan’s fiduciary net position was not projected to be sufficient to make projected future benefit payments. Therefore, a discount rate of 3.58 percent, which is the Bond Buyer 20-Bond GO Index from Bondbuyer.com as of June 30, 2017, was applied to all periods of projected benefit payments to measure the total OPEB liability.

CalSTRS changed the mortality assumptions based on the July 1, 2010, through June 30, 2015, experience study adopted by the board in February 2017. CalSTRS uses a generational mortality assumption, which involves the use of a base mortality table and projection scales to reflect expected annual reductions in mortality rates at each age, resulting in increases in life expectancies each year into the future. The base mortality tables are CalSTRS custom tables derived to best fit the patterns of mortality among its members. The projection scale was set equal to 110 percent of the ultimate improvement factor from the Mortality Improvement Scale (MP-2016) table, issued by the Society of Actuaries.

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 13 – OTHER POSTEMPLOYMENT BENEFITS (continued)

C. Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at July 1, 2016	<u>\$ 1,671,109</u>
Changes for the year:	
Interest	56,005
Employer contributions	<u>(141,938)</u>
Net changes	<u>(85,933)</u>
Balance at June 30, 2017	1,585,176
County Office's Proportionate Share of the Net MPP OPEB Liability	<u>84,057</u>
County Office's Total Reported Net OPEB Liability	<u><u>\$ 1,669,233</u></u>

Sensitivity of the total OPEB liability to changes in the discount rate

The following presents the total OPEB liability of the County Office, as well as what the County Office's total OPEB liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current discount rate:

	1% Decrease <u>2.50%</u>	Discount Rate <u>3.50%</u>	1% Increase <u>4.50%</u>
County Office Plan			
	1% Decrease <u>2.58%</u>	Discount Rate <u>3.58%</u>	1% Increase <u>4.58%</u>
MPP Program	\$ 93,056	\$ 84,057	\$ 75,302

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates

The following presents the total OPEB liability of the County Office, as well as what the County Office's total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage-point lower or one percentage-point higher than the current healthcare cost trend rates:

	1% Decrease <u>3.00%</u>	Healthcare Cost Trend Rates <u>4.00%</u>	1% Increase <u>5.00%</u>
County Office Plan			
	1% Decrease (2.7% Part A and 3.1% Part B)	Medicare Cost Trend Rates (3.7% Part A and 4.1% Part B)	1% Increase (4.7% Part A and 5.1% Part B)
MPP Program	\$ 75,958	\$ 84,057	\$ 92,074

YOLO COUNTY OFFICE OF EDUCATION

Notes to Financial Statements

June 30, 2018

NOTE 13 – OTHER POSTEMPLOYMENT BENEFITS (continued)

D. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2018, the County Office recognized OPEB expense of \$56,005. At June 30, 2018, the County Office reported \$114,051 of deferred outflows of resources related to OPEB resulting from County Office contributions subsequent to the measurement date of the total OPEB liability, which will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2019. There were no other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB.

NOTE 14 – SUBSEQUENT EVENT

As of August 1, 2018, Yolo County Career Academy began operating as a charter school in Yolo County Office of Education under charter school number 1951.

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Required Supplementary Information

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YOLO COUNTY OFFICE OF EDUCATION

*Budgetary Comparison Schedule – County School Service Fund
For the Fiscal Year Ended June 30, 2018*

	<u>Budgeted Amounts</u>		<u>Actual*</u> <u>(Budgetary Basis)</u>	<u>Variance with</u> <u>Final Budget -</u> <u>Pos (Neg)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
LCFF Sources	\$ 11,108,174	\$ 10,662,511	\$ 10,739,907	\$ 77,396
Federal Sources	4,298,844	4,665,250	4,675,187	9,937
Other State Sources	4,138,741	5,871,307	3,352,079	(2,519,228)
Other Local Sources	3,665,926	4,461,454	4,576,512	115,058
Total Revenues	23,211,685	25,660,522	23,343,685	(2,316,837)
Expenditures				
Current:				
Certificated Salaries	7,044,614	6,960,090	6,773,514	186,576
Classified Salaries	6,313,277	6,213,092	6,086,901	126,191
Employee Benefits	5,566,556	4,946,716	4,537,909	408,807
Books and Supplies	712,771	1,461,199	1,075,011	386,188
Services and Other Operating Expenditures	3,696,433	5,812,767	3,198,318	2,614,449
Capital Outlay	582,800	923,002	693,890	229,112
Other Outgo	(192,784)	(258,364)	(207,078)	(51,286)
Total Expenditures	23,723,667	26,058,502	22,158,465	3,900,037
Excess (Deficiency) of Revenues Over (Under) Expenditures	(511,982)	(397,980)	1,185,220	1,583,200
Other Financing Sources and Uses				
Interfund Transfers Out	(80,546)	(102,761)	(83,770)	18,991
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	(592,528)	(500,741)	1,101,450	1,602,191
Fund Balances, July 1, 2017	10,561,295	10,561,295	10,561,295	-
Fund Balances, June 30, 2018	<u>\$ 9,968,767</u>	<u>\$ 10,060,554</u>	<u>\$ 11,662,745</u>	<u>\$ 1,602,191</u>

* The actual amounts reported in this schedule are for the County School Service Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Deferred Maintenance Fund and the Special Revenue Fund for Postemployment Benefits in accordance with the fund type definitions promulgated by GASB Statement No. 54.

YOLO COUNTY OFFICE OF EDUCATION

*Budgetary Comparison Schedule – Special Education Pass-Through Fund
For the Fiscal Year Ended June 30, 2018*

	Budgeted Amounts		Actual (Budgetary Basis)	Variance with Final Budget - Pos (Neg)
	Original	Final		
Revenues				
Federal Sources	\$ 5,587,331	\$ 5,754,008	\$ 5,721,689	\$ (32,319)
Other State Sources	9,640,218	9,227,687	9,292,879	65,192
Other Local Sources	-	7,427	10,717	3,290
Total Revenues	15,227,549	14,989,122	15,025,285	36,163
Expenditures				
Intergovernmental Transfers	15,227,549	14,989,122	15,014,567	(25,445)
Total Expenditures	15,227,549	14,989,122	15,014,567	(25,445)
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	-	10,718	10,718
Fund Balances, July 1, 2017	6,786	6,786	6,786	-
Fund Balances, June 30, 2018	\$ 6,786	\$ 6,786	\$ 17,504	\$ 10,718

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Proportionate Share of the Net Pension Liability
For the Fiscal Year Ended June 30, 2018

	Last Ten Fiscal Years*			
	2017	2016	2015	2014
CalSTRS				
District's proportion of the net pension liability	0.0126%	0.0130%	0.0120%	0.0120%
District's proportionate share of the net pension liability	\$ 11,609,327	\$ 10,514,530	\$ 8,078,880	\$ 7,012,440
State's proportionate share of the net pension liability associated with the District	2,711,226	5,986,616	4,272,825	4,234,457
Totals	\$ 14,320,553	\$ 16,501,146	\$ 12,351,705	\$ 11,246,897
District's covered-employee payroll	\$ 9,505,588	\$ 6,140,149	\$ 5,773,119	\$ 5,394,097
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	122.13%	171.24%	139.94%	130.00%
Plan fiduciary net position as a percentage of the total pension liability	69%	70%	74%	77%
CalPERS				
District's proportion of the net pension liability	0.0524%	0.0532%	0.0505%	0.0512%
District's proportionate share of the net pension liability	\$ 12,515,547	\$ 10,507,033	\$ 7,443,750	\$ 5,812,447
District's covered-employee payroll	\$ 6,489,048	\$ 7,264,362	\$ 6,401,521	\$ 6,524,227
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	192.87%	144.64%	116.28%	89.09%
Plan fiduciary net position as a percentage of the total pension liability	72%	74%	79%	83%

Notes to Schedule:

Changes in Benefit Terms

A summary of the plan provisions that were used for a specific plan can be found in each plan's annual valuation report.

Change of Assumptions and Methods

CalSTRS:

The assumptions used in determining the Total Pension Liability of the STRP changed as a result of the actuarial experience study for the period starting July 1, 2010 and ending June 30, 2015. The assumption changes were to price inflation, wage growth, discount rate and the mortality tables.

CalPERS:

In Fiscal Year 2016-17, the financial reporting discount rate for the PERF B was lowered from 7.65 percent to 7.15 percent. In December 2016, the CalPERS Board approved lowering the funding discount rate used in the PERF B from 7.50 percent to 7.00 percent, which is to be phased-in over a three-year period (7.50 percent to 7.375 percent, 7.375 percent to 7.25 percent, and 7.25 percent to 7.00 percent) beginning with the June 30, 2017, valuation reports. The funding discount rate includes a 15 basis-point reduction for administrative expenses, and the remaining decrease is consistent with the change in the financial reporting discount rate.

In Fiscal Year 2014-15, the financial reporting discount rate was increased from 7.50 percent to 7.65 percent resulting from eliminating the 15 basis-point reduction for administrative expenses. The funding discount rate remained at 7.50 percent during this period, and remained adjusted for administrative expenses.

* This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Pension Contributions
For the Fiscal Year Ended June 30, 2018

	Last Ten Fiscal Years*			
	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
CalSTRS				
Contractually required contribution	\$ 996,286	\$ 713,644	\$ 658,838	\$ 512,653
Contributions in relation to the contractually required contribution	<u>996,286</u>	<u>713,644</u>	<u>658,838</u>	<u>512,653</u>
Contribution deficiency (excess):	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
County's covered-employee payroll	<u>\$ 6,904,270</u>	<u>\$ 5,672,846</u>	<u>\$ 6,140,149</u>	<u>\$ 5,773,119</u>
Contributions as a percentage of covered-employee payroll	<u>14.43%</u>	<u>12.58%</u>	<u>10.73%</u>	<u>8.88%</u>
CalPERS				
Contractually required contribution	\$ 1,037,316	\$ 562,987	\$ 860,609	\$ 753,523
Contributions in relation to the contractually required contribution	<u>1,037,316</u>	<u>562,987</u>	<u>860,609</u>	<u>753,523</u>
Contribution deficiency (excess):	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
County's covered-employee payroll	<u>\$ 6,679,003</u>	<u>\$ 4,053,766</u>	<u>\$ 7,264,362</u>	<u>\$ 6,401,521</u>
Contributions as a percentage of covered-employee payroll	<u>15.531%</u>	<u>13.888%</u>	<u>11.847%</u>	<u>11.771%</u>

* This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.

YOLO COUNTY OFFICE OF EDUCATION

*Schedule of Changes in the County's Total OPEB Liability and Related Ratios
For the Fiscal Year Ended June 30, 2018*

Last 10 Fiscal Years*

	<u>2017</u>
Total OPEB liability	
Service cost	\$ -
Interest	56,005
Employer contributions	<u>(141,938)</u>
Net change in total OPEB liability	(85,933)
Total OPEB liability - beginning	<u>1,671,109</u>
Total OPEB liability - ending	<u><u>\$ 1,585,176</u></u>
Covered-employee payroll	<u>\$ 12,726,310</u>
Total OPEB liability as a percentage of covered-employee payroll	<u>12.46%</u>

Notes to Schedule:

No changes noted.

** This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.*

YOLO COUNTY OFFICE OF EDUCATION

*Schedule of Changes in the County's Total OPEB Liability and Related Ratios – MPP Program
For the Fiscal Year Ended June 30, 2018*

(Dollars in Thousands, except for County's proportionate share)

	2017
Total OPEB liability	
Interest	\$ 12,928
Differences between expected and actual experience	(41)
Changes of assumptions	(31,240)
Benefit payments, including refunds of member contributions	(28,929)
Net change in total OPEB liability	(47,282)
Total OPEB liability - beginning	468,031
Total OPEB liability - ending	\$ 420,749
Plan fiduciary net position	
Contributions - employer	\$ 29,117
Net investment income	11
Premiums paid	(28,929)
Administrative expense	(168)
Net change in plan fiduciary net position	31
Plan fiduciary net position - beginning	10
Plan fiduciary net position - ending	\$ 41
Net OPEB liability	\$ 420,708
County's proportionate share of net OPEB liability	\$ 84,057
Plan fiduciary net position as a percentage of the total OPEB liability	0.01%
Covered-employee payroll	N/A
County's net OPEB liability as a percentage of covered-employee payroll	N/A

Notes to Schedule:

As of June 30, 2012, active members are no longer eligible for future enrollment in the MPP Program; therefore, the covered payroll disclosure is not applicable.

This schedule is required to show information for ten years; however, until a full ten year trend is compiled, information is presented for those years for which information is available.

YOLO COUNTY OFFICE OF EDUCATION
Notes to the Required Supplementary Information
For the Fiscal Year Ended June 30, 2018

NOTE 1 – PURPOSE OF SCHEDULES

Budgetary Comparison Schedules

These schedules are required by GASB Statement No. 34 as required supplementary information (RSI) for the General Fund and for each major special revenue fund that has a legally adopted annual budget. The budgetary comparison schedules present both (a) the original and (b) the final appropriated budgets for the reporting period as well as (c) actual inflows, outflows, and balances, stated on the County’s budgetary basis. A separate column to report the variance between the final budget and actual amounts is also presented, although not required.

Schedule of Proportionate Share of the Net Pension Liability

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- The proportion (percentage) of the collective net pension liability (similar to the note disclosure)
- The proportionate share (amount) of the collective net pension liability
- The employer’s covered-employee payroll
- The proportionate share (amount) of the collective net pension liability as a percentage of the employer’s covered-employee payroll
- The pension plan’s fiduciary net position as a percentage of the total pension liability

Schedule of Pension Contributions

This schedule is required by GASB Statement No. 68 and is required for all employers in a cost-sharing pension plan. The schedule reports the following information:

- If an employer’s contributions to the plan are actuarially determined or based on statutory or contractual requirements: the employer’s actuarially determined contribution to the pension plan (or, if applicable, its statutorily or contractually required contribution), the employer’s actual contributions, the difference between the actual and actuarially determined contributions (or statutorily or contractually required), and a ratio of the actual contributions divided by covered-employee payroll.

Schedule of Changes in the County’s Total OPEB Liability and Related Ratios

This schedule is required by GASB Statement No. 75 for all sole and agent employers that provide other postemployment benefits (OPEB). The schedule presents information of the measurement date of the net OPEB liability.

NOTE 2 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS

At June 30, 2018, the County incurred the following excess of expenditures over appropriations in individual major funds presented in the Budgetary Comparison Schedule:

	Excess	
County School Service Fund	Expenditures	
Other Outgo	\$ 51,286	
Special Education Pass Through Fund	Excess	
Intergovernmental Transfers	\$ 25,445	

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Supplementary Information

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YOLO COUNTY OFFICE OF EDUCATION
Local Educational Agency Organization Structure
June 30, 2018

The Yolo County Office of Education provides supportive services to five school districts within Yolo County. There were no changes in the County boundaries during the current year.

The Yolo County Office of Education provides a wide range of services to the children, parents, and school districts of Yolo County from operating schools for children with disabilities to providing payroll, computing, and budgetary oversight services to K-12 school districts. The County operated the following schools during the year: two county community schools, a juvenile detention school, a special education school with satellite classes on various school district campuses, and a preschool program that operates at nine facilities.

**YOLO COUNTY BOARD OF EDUCATION,
 As of June 30, 2018**

Member	Office	Term Expires
Cirenio Rodriguez	President	November, 2020
Shelton Yip	Vice President	November, 2020
Bill Owens	Trustee	November, 2018
Carol Souza Cole	Trustee	November, 2018
Matt Taylor	Trustee	November, 2018

ADMINISTRATION

Jesse Ortiz, Ed.D.,
Superintendent

Ronda DaRosa, Ed.D.,
Deputy Superintendent, Educational Services

Crissy Huey,
Associate Superintendent, Administrative Services

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Average Daily Attendance
For the Fiscal Year Ended June 30, 2018

	Second Period Certificate No. (F512CFCA)	Annual Certificate No. (1039308F)
Juvenile Court Schools ADA		
Juvenile Halls, Homes and Camps	39.60	41.58
County Funded Non-Juvenile Court Schools ADA		
Probation Referred, On Probation or Parole, Expelled Pursuant to EC 48915(a) or (c)	60.78	62.92
Total ADA	<u>100.38</u>	<u>104.50</u>

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Financial Trends and Analysis
For the Fiscal Year Ended June 30, 2018

County School Service Fund	(Budget)			
	2019 ²	2018 ³	2017	2016
Revenues and other financing sources	\$ 23,841,567	\$ 23,343,685	\$ 23,128,865	\$ 21,926,071
Expenditures	24,479,120	22,158,465	22,454,909	20,419,117
Other uses and transfers out	80,546	83,770	161,447	359,299
Total outgo	24,559,666	22,242,235	22,616,356	20,778,416
Change in fund balance (deficit)	(718,099)	1,101,450	512,509	1,147,655
Ending fund balance	\$ 10,944,646	\$ 11,662,745	\$ 10,561,295	\$ 10,048,786
Available reserves ¹	\$ 734,373	\$ 663,813	\$ 1,210,575	\$ 671,423
Available reserves as a percentage of total outgo	3.0%	3.0%	5.4%	3.2%
Total long-term debt	\$ 31,652,841	\$ 31,803,287	\$ 28,975,617	\$ 22,021,855
Average daily attendance at P-2	67	100	111	71

The County School Service Fund balance has increased by \$1,613,959 over the past two years. The fiscal year 2018-19 adopted budget projects a decrease of \$718,099. For a county of this size, the state recommends available reserves of at least the greater of \$587,000 or 3% of total County School Service Fund expenditures, transfers out, and other uses (total outgo).

The County has incurred operating deficits in none of the past three years, but anticipates an operating deficit during the 2018-19 fiscal year. Long-term debt has increased by \$9,781,432 over the past two years.

Average daily attendance has increased by 29 over the past two years. A decrease of 33 ADA is anticipated during the fiscal year 2018-19.

¹ Available reserves consist of all unassigned fund balances in the County School Service Fund.

² As of September, 2018.

³ The actual amounts reported in this schedule are for the County School Service Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Deferred Maintenance Fund and the Special Reserve Fund for Postemployment Benefits in accordance with the fund type definitions promulgated by GASB Statement No. 54.

YOLO COUNTY OFFICE OF EDUCATION

*Reconciliation of Annual Financial and Budget Report with Audited Financial Statements
For the Fiscal Year Ended June 30, 2018*

*There were no differences between the Annual Financial and Budget Report and the
Audited Financial Statements in any funds.*

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2018

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Cluster Expenditures	Federal Expenditures
U.S. Department of Agriculture:				
Passed through California Dept. of Education (CDE):				
Child and Adult Food Care Program Cluster:				
Child and Adult Care Food Program	10.558	13666	\$ 157,222	
CCFP Cash in Lieu of Commodities	10.558	13389	7,190	
Total Child and Adult Care Food Program Cluster				\$ 164,412
Total U.S. Department of Agriculture:				<u>164,412</u>
U.S. Department of Education:				
Passed through California Dept. of Education (CDE):				
Every Student Succeeds Act (ESSA):				
Title I, Part A Cluster:				
Title I, Part A, Basic Grants Low-Income and Neglected	84.010	14329	86,976	
Title I, Part D, Local Delinquent Programs	84.010	14357	132,489	
Total Title I, Part A Cluster				219,465
Title II, Part A, Supporting Effective Instruction State Grant	84.367	14341		7,167
Title II, Part B, California Math & Science Partnerships	84.366	14512		22,887
Title IV, Part B, 21st Century Community Learning Centers Program	84.287	14681		1,800
Title IX, Part A, McKinney-Vento Homeless Assistance Grants	84.196	14332		15,130
Individuals with Disabilities Education Act (IDEA):				
Special Education Cluster:				
Local Assistance Entitlement, Part B, Sec 611	84.027	13379	4,729,076	
Preschool Grants, Part B, Sec 619	84.173	13430	138,567	
Preschool Accountability Grants, Part B, Sec 619	84.173A	14688	8,561	
Alternate Dispute Resolution, Part B, Sec 611	84.173A	13007	25,454	
Preschool Local Entitlement, Part B, Sec 611	84.027A	13682	527,885	
Mental Health Services, Part B, Sec 611	84.027A	15197	324,653	
Preschool Staff Development, Part B, Sec 619	84.173A	13431	1,508	
Total Special Education Cluster				5,755,704
Early Intervention Grants	84.181	23761		81,048
Total U.S. Department of Education:				<u>6,103,201</u>
U.S. Department of Health & Human Services:				
Passed through California Dept. of Education:				
Head Start Cluster:				
Head Start	93.600	10016	2,926,991	
Early Head Start	93.600	15291	1,118,495	
Head Start - Training & Technical Assistance	93.600	N/A	25,983	
Early Head Start - Training & Technical Assistance	93.600	15292	33,692	
Total Head Start Cluster				4,105,161
Child Care Development Fund Cluster:				
Federal Child Care, Center-Based	93.596	13609	166,076	
Local Planning Councils	93.575	13946	52,339	
Quality Improvement Activities	93.575	13979	93,958	
Total Child Care Development Fund Cluster				312,373
Medicaid Cluster:				
Medi-Cal Billing Option	93.778	10013	24,177	
Medi-Cal Administrative Activities (MAA)	93.778	10060	7,858	
Total Medicaid Cluster				32,035
Total U.S. Department of Health & Human Services:				<u>4,449,569</u>
Total Expenditures of Federal Awards				<u>\$ 10,717,182</u>

Of the Federal expenditures reported in the schedule, the County provided federal awards to subrecipients as follows:

Program Title	Federal CFDA Number	Amount Provided to Subrecipients
Special Education Cluster (IDEA):		
Local Assistance Entitlement, Part B, Sec 611	84.027	\$ 4,729,076
Preschool Grants, Part B, Sec 619	84.173	138,567
Preschool Local Entitlement, Part B, Sec 611	84.027A	527,885
Mental Health Allocation, Part B, Sec 611	84.027A	324,653
Preschool Staff Development, Part B, Sec 619	84.173A	1,508
		<u>\$ 5,721,689</u>

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Charter Schools
For the Fiscal Year Ended June 30, 2018

<u>Charter School</u>	<u>Charter Number</u>	<u>Included in Audit?</u>
Empowering Possibilities International Charter	1746	No

YOLO COUNTY OFFICE OF EDUCATION

Note to the Supplementary Information

June 30, 2018

NOTE 1 – PURPOSE OF SCHEDULES

Schedule of Average Daily Attendance (ADA)

Average daily attendance (ADA) is a measurement of the number of pupils attending classes of the County. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of State funds are made to LEAs. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

Schedule of Financial Trends and Analysis

This schedule discloses the County's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the County's ability to continue as a going concern for a reasonable period of time.

Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Unaudited Actual financial report to the audited financial statements.

Schedule of Expenditures of Federal Awards

The schedule of expenditures of Federal awards includes the Federal grant activity of the County and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the financial statements. The County did not elect to use the ten percent de minimis indirect cost rate.

The following schedule provides a reconciliation between revenues reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances and the related expenditures reported on the Schedule of Expenditures of Federal Awards. The reconciling amounts represent Federal funds that have been recorded as revenues that have not been expended by June 30, 2018.

	<u>CFDA Number</u>	<u>Amount</u>
Total Federal Revenues from the Statement of Revenues, Expenditures, and Changes in Fund Balances		\$ 10,906,977
Differences between Federal Revenues and Expenditures:		
Federal Child Care, Center-Based	93.596	(33,316)
Medi-Cal Billing Option	93.778	(77,027)
Medi-Cal Administrative Activities	93.778	<u>(79,452)</u>
Total Schedule of Expenditures of Federal Awards		<u>\$ 10,717,182</u>

Schedule of Charter Schools

This schedule lists all charter schools chartered by the County, and displays information for each charter school and whether or not the charter is included in the County audit.

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Other Independent Auditors' Reports

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Education
Yolo County Office of Education
Woodland, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Yolo County Office of Education as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Yolo County Office of Education's basic financial statements, and have issued our report thereon dated December 6, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Yolo County Office of Education's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Yolo County Office of Education's internal control. Accordingly, we do not express an opinion on the effectiveness of the Yolo County Office of Education's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the County's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

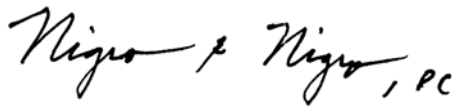
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Yolo County Office of Education's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

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Murrieta, California
December 6, 2018



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Education
Yolo County Office of Education
Woodland, California

Report on State Compliance

We have audited Yolo County Office of Education's compliance with the types of compliance requirements described in the 2017-18 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting that could have a direct and material effect on each of the Yolo County Office of Education's state government programs as noted on the following page for the fiscal year ended June 30, 2018.

Management's Responsibility

Management is responsible for compliance with state laws, regulations, and the terms and conditions of its State programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Yolo County Office of Education's state programs based on our audit of the types of compliance requirements referred to on the following page. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the 2017-18 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to on the following page that could have a direct and material effect on a state program occurred. An audit includes examining, on a test basis, evidence about Yolo County Office of Education's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each state program. However, our audit does not provide a legal determination of Yolo County Office of Education's compliance.

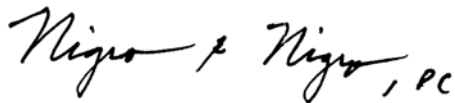
In connection with the audit referred to above, we selected and tested transactions and records to determine the County's compliance with the State laws and regulations applicable to the following items:

Table with 2 columns: Description, Procedures Performed. Rows include: Local Education Agencies Other Than Charter Schools: Attendance (Yes), Teacher Certification and Misassignments (Yes), Kindergarten Continuance (Not Applicable), Independent Study (Yes), Continuation Education (Not Applicable), Instructional Time (Not Applicable), Instructional Materials (Yes), Ratio of Administrative Employees to Teachers (Not Applicable).

Description	Procedures Performed
Classroom Teacher Salaries	Not Applicable
Early Retirement Incentive	Not Applicable
Gann Limit Calculation	Yes
School Accountability Report Card	Yes
Juvenile Court Schools	Yes
Middle or Early College High Schools	Not Applicable
K-3 Grade Span Adjustment	Not Applicable
Transportation Maintenance of Effort	Not Applicable
Apprenticeship: Related and Supplemental Instruction	Not Applicable
School Districts, County Offices of Education, and Charter Schools:	
Educator Effectiveness	Yes
California Clean Energy Jobs Act	Yes
After/Before School Education and Safety Program	Not Applicable
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study - Course Based	Not Applicable
Charter Schools:	
Attendance	Not Applicable
Mode of Instruction	Not Applicable
Nonclassroom-Based Instruction/Independent Study	Not Applicable
Determination of Funding for Nonclassroom-Based Instruction	Not Applicable
Annual Instructional Minutes – Classroom Based	Not Applicable
Charter School Facility Grant Program	Not Applicable

Unmodified Opinion on Compliance with State Programs

In our opinion, Yolo County Office of Education complied, in all material respects, with the types of compliance requirements referred to above for the year ended June 30, 2018.



Murrieta, California
December 6, 2018



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR
EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Board of Education
Yolo County Office of Education
Woodland, California

Report on Compliance for Each Major Federal Program

We have audited Yolo County Office of Education's compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of Yolo County Office of Education's major federal programs for the year ended June 30, 2018. Yolo County Office of Education's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Yolo County Office of Education's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Yolo County Office of Education's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Yolo County Office of Education's compliance.

Opinion on Each Major Federal Program

In our opinion, Yolo County Office of Education complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

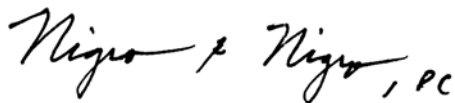
Report on Internal Control Over Compliance

Management of Yolo County Office of Education is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Yolo County Office of Education's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

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Murrieta, California
December 6, 2018

Findings and Questioned Costs

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YOLO COUNTY OFFICE OF EDUCATION
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2018

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>None reported</u>
Noncompliance material to financial statements noted?	<u>No</u>

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>None reported</u>
Type of auditors' report issued on compliance for major programs:	<u>Unmodified</u>
Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance, Section 200.516	<u>No</u>
Identification of major programs:	
<u>CFDA Numbers</u> <u>Name of Federal Program or Cluster</u>	
<u>84.027, 84.173</u> <u>Special Education Cluster (IDEA)</u>	
Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 750,000</u>
Auditee qualified as low-risk auditee?	<u>Yes</u>

State Awards

Type of auditors' report issued on compliance for state programs:	<u>Unmodified</u>
---	-------------------

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2018

SECTION II - FINANCIAL STATEMENT FINDINGS

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*. Pursuant to Assembly Bill (AB) 3627, all audit findings must be identified as one or more of the following categories:

<u>Five Digit Code</u>	<u>AB 3627 Finding Types</u>
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Programs
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

There were no financial statement findings in 2017-18.

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2018

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

This section identifies the audit findings required to be reported by the Uniform Guidance, Section 200.516 (e.g., significant deficiencies, material weaknesses, and instances of noncompliance, including questioned costs).

There were no federal award findings or questioned costs in 2017-18.

YOLO COUNTY OFFICE OF EDUCATION
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2018

SECTION IV - STATE AWARD FINDINGS AND QUESTIONED COSTS

This section identifies the audit findings pertaining to noncompliance with state program rules and regulations.

There were no state award findings or questioned costs in 2017-18.

YOLO COUNTY OFFICE OF EDUCATION
Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended June 30, 2018

Original Finding No.	Finding	Code	Recommendation	Current Status
<i>Finding 2017-001: CALPADS Unduplicated Pupil Counts</i>	<p>Supplemental and concentration grant amounts are calculated based on the percentage of "unduplicated pupils" enrolled in the LEA on Census Day (first Wednesday in October). The percentage equals:</p> <ul style="list-style-type: none"> • Unduplicated count of pupils who (1) are English learners, (2) meet income or categorical eligibility requirements for free or reduced-price meals under the National School Lunch Program, or (3) are foster youth. "Unduplicated count" means that each pupil is counted only once even if the pupil meets more than one of these criteria (<i>EC</i> sections 2574(b)(2) and 42238.02(b)(1)). • Divided by total enrollment in the LEA (<i>EC</i> sections 2574(b)(1) and 42238.02(b)(5)). All pupil counts are based on Fall 1 certified enrollment reported in the CALPADS as of Census Day. <p>During our testing of the English Learner (EL) eligible students reported in the CALPADS 1.17 and 1.18 reports, we noted four students designated as EL students, but did not have a CELDT or other evidence of being an EL student in accordance with the County Office's policy.</p>	40000	The County Office should retain EL documentation for any students classified as English learners.	Implemented.

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To the Board of Education
Yolo County Office of Education
Woodland, California

In planning and performing our audit of the basic financial statements of Yolo County Office of Education for the year ending June 30, 2018, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control structure.

However, during our audit we noted matters that are an opportunity for strengthening internal controls and operating efficiency. The following items represent conditions noted by our audit that we consider important enough to bring to your attention. This letter does not affect our report dated December 6, 2018 on the financial statements of Yolo County Office of Education.

DISTRICT OFFICE

Observation: During our testing of cash disbursements we noted that some disbursements tested lacked evidence of receipt of goods or services.

Recommendation: We recommend that the county office document a physical receipt of the goods or services on the corresponding invoice, packing slip, or other documentation, such as notating “ok to pay” or “received” and initialing the document prior to issuing the check for payment. This ensures that payment is not being made for items received incorrectly or not received at all.

We will review the status of the current year comments during our next audit engagement.

Murrieta, California
December 6, 2018

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.4. Request for Allowance of Attendance Because of Emergency Conditions (CDE Form J-13A)

Type:

Action

Description:

Crissy Huey, Associate Superintendent, Administrative Services will present on this item. Hazardous air quality due to area wildfire disasters was the factor in the decision to close all Yolo County Office of Education programs on Friday, November 16, 2018. A letter of support from Dr. Ron Chapman, Yolo County Public Health Officer, was issued on the unanimous decision made by Yolo County Office of Education Superintendent, Dr. Ortiz, along with all Yolo County School District Superintendents. State Superintendent of Public Instruction, Tom Torlakson, also issued a news release support of school closures.

Once Form J-13A Request for Allowance of Attendance Because of Emergency Conditions is approved by CDE, YCOE is authorized to disregard the closure days in the computation of average daily attendance per Education Code Section 41422 and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to Education Code Section 46200, et seq.

CDE is requesting board approval and signatures of board members on the Affidavit of Governing Board Members page of form J-13A.

Recommended Motion:

The Board is being asked to take action.

Attachments:

1. J13A Request Packet

CALIFORNIA DEPARTMENT OF EDUCATION
REQUEST FOR ALLOWANCE OF ATTENDANCE DUE TO EMERGENCY CONDITIONS
 FORM J-13A, REVISED DECEMBER 2017

SECTION A: REQUEST INFORMATION

- This form is used to obtain approval of attendance and instructional time credit pursuant to *Education Code (EC)* sections 41422, 46200, 46391, 46392 and *California Code of Regulations (CCR)*, Title 5, Section 428.
- Only schools that report Principal Apportionment average daily attendance (ADA) for the purpose of calculating a K-12 Local Control Funding Formula (LCFF) entitlement should submit this form.
- Refer to the instructions and frequently asked questions at <https://www.cde.ca.gov/fq/aa/paj/13a.asp> for information regarding the completion of this form.

PART I: LOCAL EDUCATIONAL AGENCY (LEA)

LEA NAME: Yolo County Office of Education		COUNTY CODE: 57	DISTRICT CODE: 10579	CHARTER NUMBER (IF APPLICABLE):
LEA SUPERINTENDENT OR ADMINISTRATOR NAME: Garth Lewis			FISCAL YEAR: 2018-2019	
ADDRESS: 1280 Santa Anita Court, Ste 100			COUNTY NAME: Yolo	
CITY: Woodland		STATE: CA	ZIP CODE: 95776	
CONTACT NAME: Crissy Huey	TITLE: Associate Supt., Admin. Svc.	PHONE: (530) 668-3722	E-MAIL: Crissy.Huey@ycoe.org	

PART II: LEA TYPE AND SCHOOL SITE INFORMATION APPLICABLE TO THIS REQUEST (Choose only one LEA type):

<input type="checkbox"/> SCHOOL DISTRICT Choose one of the following: <input type="checkbox"/> All district school sites <input type="checkbox"/> Select district school sites	<input checked="" type="checkbox"/> COUNTY OFFICE OF EDUCATION (COE) Choose one of the following: <input checked="" type="checkbox"/> All COE school sites <input type="checkbox"/> Select COE school sites	<input type="checkbox"/> CHARTER SCHOOL
--	---	--

PART III: CONDITION(S) APPLICABLE TO THIS REQUEST:

<input checked="" type="checkbox"/> SCHOOL CLOSURE: When one or more schools were closed because of conditions described in <i>EC</i> Section 41422. LCFF apportionments should be maintained and instructional time credited in Section B for the school(s) without regard to the fact that the school(s) were closed on the dates listed, due to the nature of the emergency. Approval of this request authorizes the LEA to disregard these days in the computation of ADA (per <i>EC</i> Section 41422) without applicable penalty and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to <i>EC</i> Section 46200, et seq. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> MATERIAL DECREASE: When one or more schools were kept open but experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. Material decrease requests that include all school sites within the school district must demonstrate that the school district as a whole experienced a material decrease in attendance. Material decrease requests for one or more but not all sites within the school district must show that each site included in the request experienced a material decrease in attendance pursuant to <i>EC</i> Section 46392 and <i>CCR</i> , Title 5, Section 428. The request for substitution of estimated days of attendance for actual days of attendance is in accordance with the provisions of <i>EC</i> Section 46392. Approval of this request will authorize use of the estimated days of attendance in the computation of LCFF apportionments for the described school(s) and dates in Section C during which school attendance was materially decreased due to the nature of the emergency. <input type="checkbox"/> There was a Declaration of a State of Emergency by the Governor of California during the dates associated with this request.
<input type="checkbox"/> LOST OR DESTROYED ATTENDANCE RECORDS: When attendance records have been lost or destroyed as described in <i>EC</i> Section 46391. Requesting the use of estimated attendance in lieu of attendance that cannot be verified due to the loss or destruction of attendance records. This request is made pursuant to <i>EC</i> Section 46391: <i>"Whenever any attendance records of any district have been lost or destroyed, making it impossible for an accurate report on average daily attendance for the district for any fiscal year to be rendered, which fact shall be shown to the satisfaction of the Superintendent of Public Instruction by the affidavits of the members of the governing board of the district and the county superintendent of schools, the Superintendent of Public Instruction shall estimate the average daily attendance of such district. The estimated average daily attendance shall be deemed to be the actual average daily attendance for that fiscal year for the making of apportionments to the school district from the State School Fund."</i>

SECTION B: SCHOOL CLOSURE

- Not Applicable (Proceed to Section C)
 Supplemental Page(s) Attached

PART I: NATURE OF EMERGENCY (Describe in detail.)

Hazardous air quality due to area wildfire disasters. Air quality was deemed dangerous/unhealthy in all of Yolo County as illustrated by the attached air quality report. Yolo County Public Health Officer, Ronald Chapman, MD, MPH issued a letter of support to Yolo County Schools in their unanimous decision to close all Yolo County Schools on Friday, November 16th due to health and safety concerns for the students and staff. State Superintendent of Public Instruction, Tom Torlakson, also issued a news release support in school closures.

PART II: SCHOOL INFORMATION (Use the supplemental Excel form at <https://www.cde.ca.gov/fg/aa/pai/13a.asp> if more than 10 lines are needed for this request. Attach a copy of a school calendar. If the request is for multiple school sites, and the sites have differing school calendars, attach a copy of each different school calendar to the request.)

A	B	C	D	E	F	G	H	I
School Name	School Code	Site Type	Days in School Calendar	Emergency Days Built In	Built In Emergency Days Used	Date(s) of Emergency Closure	Closure Dates Requested	Total Number of Days Requested
Yolo County Office of Education, all programs	10579	COE	1	0	0	November 16, 2018	November 16, 2018	1

PART III: CLOSURE HISTORY (List closure history for all schools in Part II. Refer to the instructions for an example.)

A	B	C	D	E	F
School Name	School Code	Fiscal Year	Closure Dates	Nature	Weather Related Yes/No

SECTION C: MATERIAL DECREASE

PART I: NATURE OF EMERGENCY (Describe in detail.)

- Not Applicable (Proceed to Section D)
 Supplemental Page(s) Attached

PART II: MATERIAL DECREASE CALCULATION (Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/ij13a.asp> if more than 10 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance (October/May)	Dates Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance	Qualifier: 90% or Less (F/C)	Net Increase of Apportionment Days (C-F)
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
			-			0.00%	0.00
Total:		0.00			0		0.00

PART III: MATERIAL DECREASE CALCULATION FOR CONTINUATION HIGH SCHOOLS (Provide the attendance in hours. Use the supplemental Excel file at <https://www.cde.ca.gov/fq/aa/pa/ij13a.asp> if more than 5 lines are needed for this request. Refer to the instructions for information on completing the form including the definition of "normal" attendance.)

A	B	C	D	E	F	G*	H
School Name	School Code	"Normal" Attendance Hours	Date Used for Determining "Normal" Attendance	Date of Emergency	Actual Attendance Hours	Qualifier: 90% or Less (F/C)	Net Increase of Hours (C-F)
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
						0.00%	0.00
Total:		0.00			0.00		0.00

*Qualifier should be 90% or less except when the governor declares a state of emergency or in the case of a Necessary Small School (NSS) site.

SECTION D: LOST OR DESTROYED ATTENDANCE RECORDS

Not Applicable (Proceed to Section E)

PART I: PERIOD OF REQUEST The entire period covered by the lost or destroyed records commences with _____ up to and including _____.

PART II: CIRCUMSTANCES (Describe below circumstances and extent of records lost or destroyed.)

[Empty box for Part II: CIRCUMSTANCES]

PART III: PROPOSAL (Describe below the proposal to reconstruct attendance records or estimate attendance in the absence of records.)

[Empty box for Part III: PROPOSAL]

SECTION E: AFFIDAVIT

PART I: AFFIDAVIT OF SCHOOL DISTRICT, COUNTY OFFICE OF EDUCATION, OR CHARTER SCHOOL GOVERNING BOARD MEMBERS – All applicable sections below must be completed to process this J-13A request.

We, members constituting a majority of the governing board of Yolo County Office of Education, hereby swear (or affirm) that the foregoing statements are true and are based on official records.

Board Members Names

Board Members Signatures

Shelton Yip

Cirenio Rodriguez

Carol Souza Cole

Matt Taylor

Melissa Moreno

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this 22nd day of January, 2019.

Witness: Yvette Siebert Title: Executive Assistant of Yolo County, California
(Name) (Signature)

PART II: APPROVAL BY SUPERINTENDENT OF CHARTER SCHOOL AUTHORIZER (Only applicable to charter school requests)

Superintendent (or designee): Garth Lewis Authorizing LEA Name: Yolo County Office of Education
(Name) (Signature)

PART III: AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

County Superintendent of Schools (or designee): Garth Lewis
(Name) (Signature)

Subscribed and sworn (or affirmed) before me, this 22nd day of January, 2019.

Witness: Yvette Siebert Title: Executive Assistant of Yolo County, California
(Name) (Signature)

COE contact/individual responsible for completing this section:

Name: Crissy Huey Title: Associate Supt., Admin. Svc. Phone: (530) 668-3722 E-mail: Crissy.Huey@ycoe.org



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

Ron Chapman, MD, MPH
Public Health Officer

MAILING ADDRESS
137 N. Cottonwood Street • Woodland, CA 95695
(530) 666-8940 • www.yolocounty.org

December 13, 2018

To Whom It May Concern,

On November 16, 2018 all of the school districts in Yolo County were closed due to the poor air quality from the Butte County Camp Fire. The decision to close the schools was agreed upon by all of the school district's leadership. The Yolo County Office of Education has shared with me that the school's ventilation systems are built and required to draw in outdoor air. The school ventilation systems, therefore, created indoor air which was similar to the unhealthy outdoor air quality. Students who had to wait for school buses had increased exposure to the unhealthy air. For these reasons, and others, I support the decision of the school districts to close on November 16, 2018.

Sincerely,

Ronald W. Chapman, MD, MPH
Yolo County
Public Health Officer

Davis
600 A Street
Davis, CA 95616
Mental Health (530) 757-5530

West Sacramento
500 Jefferson Boulevard
West Sacramento, CA 95605
Service Center (916) 375-6200
Mental Health (916) 375-6350
Public Health (916) 375-6380

Winters
111 East Grant Avenue
Winters, CA 95694
Service Center (530) 406-4444

Woodland
25 & 137 N. Cottonwood Street
Woodland, CA 95695
Service Center (530) 661-2750
Mental Health (530) 666-8630
Public Health (530) 666-8645

Seibert, Yvette

From: Ortiz, Jesse
Sent: Thursday, November 15, 2018 3:29 PM
Subject: YOLO COUNTY SCHOOLS CLOSED FRIDAY
Attachments: FOR IMMEDIATE RELEASE.docx

Importance: High

FOR IMMEDIATE RELEASE

November 16, 3:20 p.m.

Yolo County Office of Education: jesse.ortiz@ycoe.org

PUBLIC SCHOOLS IN YOLO COUNTY TO CLOSE FRIDAY

All public school districts in Yolo County will be closed on Friday, November 16 due to unhealthy air quality conditions throughout the county.

The decision to close county districts was reached collectively on Thursday afternoon by the superintendents of Yolo County's 6 school districts.

In making this critical decision, the leaders of Yolo County schools weighed numerous factors, taking into consideration the safety of students and staff and the best interest of individual communities.

"This was not a decision reached lightly as we know that it is important for our students to be in school and learning," said Jesse Ortiz, Yolo County Superintendent of Schools. "The safety of students and staff is paramount and the poor air quality conditions throughout Yolo County made this a necessary step."

Families should check their school district websites for their school communities' most current communications.

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

Yolo County Office of Education

1280 Santa Anita Court, Suite 100 | Woodland, CA 95776

Ph: (530) 668-3703

www.ycoe.org

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Home / Newsroom / News Releases / Year 2018

CALIFORNIA DEPARTMENT OF EDUCATION

NEWS RELEASE

TOM TORLAKSON

State Superintendent
of Public Instruction

Release: #18-75
November, 16 2018

Contact: Jonathan Mendick
E-mail: communications@cde.ca.gov
Phone: 916-319-0818

State Schools Chief Tom Torlakson Assures Schools Closed Due to Hazardous Air Quality that State Funding Will Continue

SACRAMENTO— State Superintendent of Public Instruction Tom Torlakson today reminded educators who close schools because of dangerous air quality that they can apply for a waiver to ensure they do not lose funding because of a drop in attendance. He also pledged that they would be assisted by administrators from the California Department of Education.

State law allows schools to continue to receive state funds from the Local Control Funding Formula (LCFF) if they have to close because of a natural disaster such as floods, fires, earthquakes or other extraordinary conditions, such as hazardous air quality.

The California Department of Education does not keep precise numbers of school closings, but schools are closed in 22 counties.

"The tragic wildfires in California that have caused so much heartbreaking destruction and loss of life are continuing to harm some of our schools and communities," Torlakson said. "I want to thank school districts for acting to protect educators and students, and to let them know that the California Department of Education will assist them in any way that we can. Safety must come first for students, teachers, and staff."

Torlakson also encouraged schools facing poor air quality to keep students indoors during recess and meals. Air quality information is available at the [AirNow website](#), and wildfire information is available from the [CAL FIRE website](#).

Approval of school closures and material decrease in attendance may be requested by submitting a [Form J-13A](#). For more guidance on the J-13A submittal and approval process, see the CDE [Form J-13A web page](#). More information about recovery resources is available from the CDE [School Disaster](#)

[Recovery web page](#), and at this [CalOES California Wildfires web page](#). Find more information regarding health and the effects of smoke and ash on the CalEPA [Fire Response and Recovery web page](#). Any impacted school or local education agency can contact EmergencyServices@cde.ca.gov to connect with the CDE team.

Counties where one or more schools are closed:

Alameda County
Butte County
Colusa County
Contra Costa County
Glenn County
Lake County
Los Angeles County
Marin County
Napa County
Nevada County
Placer County
Solano County
Sonoma County
Sacramento County
San Francisco County
San Joaquin County
San Mateo County
Santa Clara County
Sutter County
Ventura County
Yolo County
Yuba County

Please contact your local school, district or county for the latest closure information.

###

Tom Torlakson — State Superintendent of Public Instruction
Communications Division, Room 5602, 916-319-0818, Fax 916-319-0100

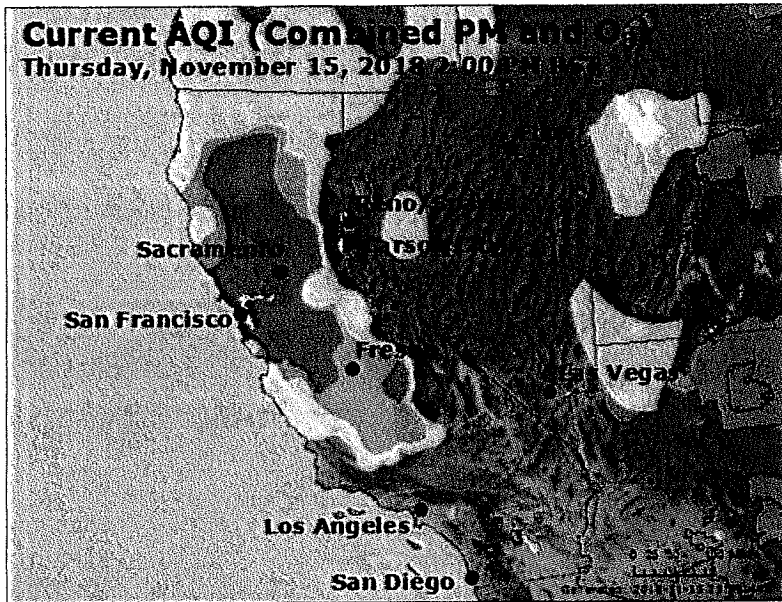
Last Reviewed: Friday, November 16, 2018

AirNow Home >> California >> **Woodland**

Data and Forecasts courtesy of:

Antelope Valley Air Quality Management District, Bay Area Air Quality Management District, California Air Resources Board, Imperial County Air Pollution Control District, Mendocino County Air Quality Management District, Mojave Desert Air Quality Management District, Monterey Bay Unified Air Pollution Control District, Placer County Air Pollution Control District, Sacramento Metropolitan Air Quality Management District, San Diego County Air Pollution Control District, San Joaquin Valley Air Pollution Control District, San Luis Obispo County Air Pollution Control District, Santa Barbara County Air Pollution Control District, Siskiyou County Air Pollution Control District, South Coast Air Quality Management District, Ventura County Air Pollution Control District, Yolo-Solano Air Quality Management District

Current AQI Forecast AQI Loop More Maps



National Parks/Monuments Tribal Boundaries
 The tribal boundaries shown here are provided by the Bureau of Indian Affairs and are intended to be used as a general spatial reference only. They are not a formal determination of tribal boundaries by the EPA.



Local Air Quality Resources

[Forecast](#) | [Real-time AQI Data](#) | [Yolo-Solano Air Quality Management District](#)

- State Air Quality Resources**
- Amador County Air Pollution Control District
 - American Lung Association (ALA) of California
 - Antelope Valley Air Quality Management District
 - BAAQMD Spare the Air 2002
 - Bay Area Air Quality Management District (BAAQMD)
 - Butte County Air Pollution Control District
 - California Air Resources Board (CARB)
 - California Environmental Protection Agency
 - California Environmental Protection Agency - Contact Us
 - Colusa County Air Pollution Control District
 - El Dorado County Air Quality Management District
 - Feather River Air Quality Management District
 - Glenn County Air Pollution Control District
 - Kern County Air Pollution Control District
 - Mendocino County Air Quality Management District
 - Mojave Desert Air Quality Management District

Current Conditions

Air Quality Index (AQI)
 observed at 14:00 PST

257 **Very Unhealthy**

Health Message: People with heart or lung disease, older adults, and children should avoid all physical activity outdoors. Everyone else should avoid prolonged or heavy exertion.

Note: Values above 500 are considered Beyond the AQI. Follow recommendations for the Hazardous category. Additional information on reducing exposure to extremely high levels of particle pollution is available [here](#).

AQI - Pollutant Details

Ozone	31	Good
Particles (PM2.5)	257	Very Unhealthy

Air Quality Forecast

Today	Tomorrow
Air Quality Index (AQI)	Air Quality Index (AQI)
173 Unhealthy	169 Unhealthy
Health Message: People with heart or lung disease, older adults, and children should avoid prolonged or heavy exertion. Everyone else should reduce prolonged or heavy exertion.	Health Message: People with heart or lung disease, older adults, and children should avoid prolonged or heavy exertion. Everyone else should reduce prolonged or heavy exertion.
! ACTION DAY	! ACTION DAY

AQI - Pollutant Details


Particles (PM2.5) ! 173 Unhealthy	Particles (PM2.5) ! 169 Unhealthy
---	---

Past Air Quality Maps and Data

[Yesterday's Maps and Data](#)

[Air Quality Maps Archives](#) (by region)

E-Mail Notification



EnviroFlash provides air quality information such as forecasts and action day notifications via email for your area of interest. [Sign-Up](#)

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.5. Second Reading of Board Policies ---- 6000 (Instruction) Series

Type:

Action

Description:

Ronda DaRosa, Deputy Superintendent will present on this item.

Second Reading of Board Policies -- 3 NEW policy from 6000 (Instruction) Series:

1. BP/SP 6145.5 – Student Organizations and Equal Access
2. BP/SP 6146.1 – High School Graduation Requirements
3. BP/SP 0410 – Nondiscrimination in County Office Programs and Activities

Recommended Motion:

The Board will be asked to adopt the above policies.

Attachments:

1. BP/SP 6145.5
2. AR6145.5
3. BP/SP0410
4. AR6146.1
5. BP6146.1

Instruction

BP/SP 6145.5(a)

STUDENT ORGANIZATIONS AND EQUAL ACCESS

The Yolo County Governing Board believes that student groups or clubs reinforce the instructional program, give students experience in civics and government, and provide social and recreational activities. Student groups also serve to honor outstanding student achievement and enhance school spirit and students' sense of belonging. Prior to meeting on school grounds, all student groups shall be authorized by the principal or designee in accordance with Board policy and administrative regulation. Students in YCOE programs on school district campuses may participate in district operated school site student organizations.

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- (cf. 1321 - Solicitation of Funds from and by Students)
- (cf. 3452 - Student Activity Funds)
- (cf. 6142.3 - Civic Education)
- (cf. 6142.4 - Service Learning/Community Service Classes)

~~OPTION 1: (Closed Forum)~~

~~In order to maintain a closed forum on school campuses, only student initiated groups that relate directly to the curriculum shall be allowed to meet on school premises during noninstructional time.~~

~~All curriculum related student clubs or groups shall have equal access to the school media to announce meetings, including, but not limited to, the public address system, the school newspaper, the school bulletin board, and school web site.~~

~~Noncurriculum related student groups are subject to the requirements specified in Board policy and administrative regulation for community groups regarding the use of County Office facilities for meetings and the right to distribute materials to students.~~

- (cf. 1325 - Advertising and Promotion)
- (cf. 1330 - Use of School Facilities)
- (cf. 3515.2 - Disruptions)

OPTION 2: (Limited Open Forum)

The County Board encourages students to pursue interests and clubs which may not directly relate to the County Office's curriculum and, to that end, has created a limited open forum.

All student-initiated groups shall be given equal access to meet on school premises during noninstructional time without regard to their religious, political, philosophical, or other speech content. The County Board shall ensure that: (20 USC 4071, 4072)

1. The meeting shall be voluntary and student-initiated.

Instruction

BP/SP 6145.5(b)

STUDENT ORGANIZATIONS AND EQUAL ACCESS(continued)

2. There shall be no sponsorship of the meeting by the school or staff. The term sponsorship means that school staff are promoting, leading, or participating in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes shall not constitute sponsorship of the meeting.

3. Employees of the school/program shall be present at religious meetings only in a nonparticipatory capacity.

4. The meeting shall not materially and substantially interfere with the orderly conduct of educational activities within the school/program.

5. Nonschool persons shall not direct, conduct, control, or regularly attend activities of student groups.

(cf. 1330 - Use of School Facilities)

(cf. 3515.2 - Disruptions)

(cf. 5145.2 - Freedom of Speech/Expression)

All student clubs or groups shall have equal access to the school media to announce meetings, including the public address system, the school newspaper, bulletin boards, and school web site. However, the site administrator or designee may issue a disclaimer that such activities are not school-sponsored.

All noncurriculum-related student groups shall be given equal access to meeting space, school/program equipment, and supplies.

No school/program shall deny equal access or a fair opportunity to meet, or otherwise discriminate against, any group officially affiliated with the Boy Scouts of America, or with any other youth group listed as a patriotic society in Title 36 of the United States Code, for reasons based on the membership or leadership criteria or oath of allegiance to God and country. (20 USC 7905)

Legal Reference:

EDUCATION CODE

52 Designation of secondary schools

53 Designation of high schools

200-262.3 Prohibition of discrimination on the basis of sex

38130-38138 Civic Center Act

48900 Hazing

48907 Student exercise of free expression

Instruction

BP/SP 6145.5(c)

STUDENT ORGANIZATIONS AND EQUAL ACCESS(continued)

48930-48938 Student organizations

48950 Freedom of speech

49020-49023 Athletic programs

PENAL CODE

627-627.10 Access to school premises

CODE OF REGULATIONS, TITLE 5

2 Definitions

5531 Supervision of extracurricular activities of students

UNITED STATES CODE, TITLE 20

4071-4074 Equal Access Act

7904 School prayer

7905 Boy Scouts equal access

UNITED STATES CODE, TITLE 36

20101-240112 Patriotic organizations

COURT DECISIONS

Prince v. Jacoby, (2001) 303 F.3d 1074

Culbertson et al. v. Oakridge School District, (2002) 258 F.3d 1061

Good News Club et al. v. Milford Central School, (2001) 121 S.Ct. 2093

Centiceros v. Board of Trustees of the San Diego Unified School District, (1997) 106 F.3d 878

Board of Education of Westside Community School District v. Mergens By and Through

Mergens (1989, 8th Cir.) 867 F.2d 1076

Perumal et al v. Saddleback Valley Unified School District, (1988) 198 Cal. App. 3d 64

Student Coalition for Peace v. Lower Merion School District Board of Directors, (1985) 776

F.2d. 431

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

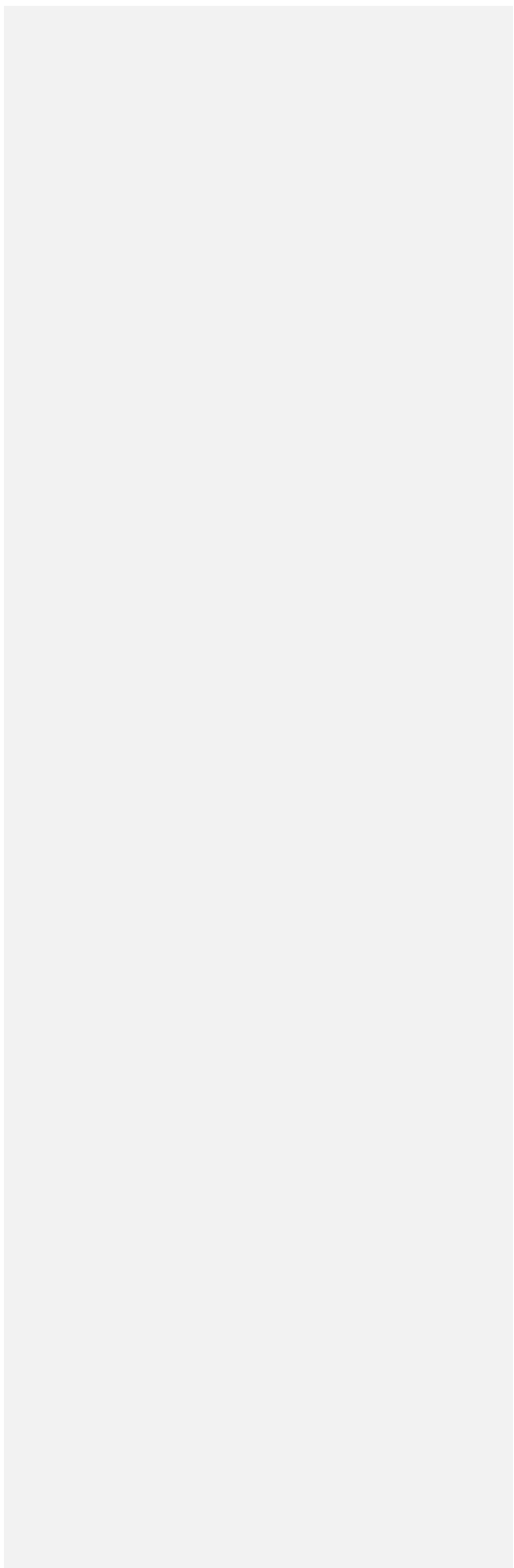
WEB SITES

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

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, CA



STUDENT ORGANIZATIONS AND EQUAL ACCESS

OPTION 1: (Closed Forum)

In order to maintain a closed forum at Yolo County Office of Education's programs, each site administrator or designee shall ensure that all school-sponsored student organizations are curriculum-related. In order to qualify as "curriculum-related," a student group shall meet one or more of the following criteria:

1. The subject matter of the group is currently taught or will be taught in a regularly scheduled course.
2. The subject matter of the group concerns the body of courses as a whole (e.g., student government).
3. Participation in the group is required for a particular course.
4. Participation in the group results in academic credit.

OPTION 2: (Limited Open Forum)

Because the Yolo County Office of Education has established a limited open forum, the site administrator or designee shall not deny any student-initiated school group access to school facilities during noninstructional time on the basis of religious, political, philosophical, or any other content of speech to be addressed at such meetings. (20 USC 4071)

Such meetings shall not interfere with regular school activities. The Yolo County Superintendent of Schools or designee shall identify the noninstructional time period(s) set aside for meetings of student groups either before or after actual classroom instruction times.

OPTION 1: Meetings may also be held during the lunch period.

OPTION 2: Meetings shall not be held during the lunch period.

Meetings held within the limited open forum shall entail no expenditure of public funds beyond the incidental cost of providing the meeting space. (20 USC 4071)

Students shall leave the meeting place in a clean, orderly, and secure condition after their meetings. The County Superintendent or designee may deny the use of facilities to any group that he/she believes will materially disrupt the school program or threaten the health and safety of students and staff. (20 USC 4071)

STUDENT ORGANIZATIONS AND EQUAL ACCESS(continued)

Authorization for Student Groups

Any student wishing to create either a curriculum- or noncurriculum-related student group shall first request authorization from the site administrator or designee. The group shall provide the site administrator or designee with the following information:

1. Name of the organization and names of student contacts
2. A statement of the organization's purposes, objectives, and activities
3. A copy of the proposed bylaws of the student group, including a description of how officers will be selected, as well as the bylaws of any off-campus organization with which the group may be affiliated
4. The name of the proposed faculty advisor, if any
5. The proposed dates, times, and location of meetings
6. Any special equipment to be used
7. A description of the qualifications for membership, if any
8. If a curriculum-related group, a statement of the relation of the club to the curriculum and/or instructional program

The site administrator or designee may establish school rules governing the meetings of curriculum-related groups, such as attendance or grade requirements. Such rules may vary depending on the group, such as whether or not academic credit is given for participation in the group.

Role of Staff Adviser

For any curriculum-related student group, the staff adviser shall provide guidance and teaching to students to ensure that the group's activities are aligned to the County Office's goals and objectives and shall provide supervision and leadership of the group. The site administrator shall have final authority in determining the assignment and role of the staff adviser.

For noncurriculum-related student groups, a staff adviser may be assigned voluntarily to observe meetings for purposes of maintaining order and protecting student safety. Staff advisers and other school employees shall not promote, lead, or participate in the meetings. (20 USC 4071,

4072)

Instruction

AR 6145.5(c)

STUDENT ORGANIZATIONS AND EQUAL ACCESS

A school/program employee may refuse to attend a meeting of a student group if the content of the speech at the meeting is contrary to the employee's beliefs. (20 USC 4071)

Hazing

Any student who engages in hazing may be subject to discipline including, but not limited to, suspension or expulsion. Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by the County Office, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. (Education Code 48900)

(cf. 5131 - Conduct)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

NONDISCRIMINATION IN COUNTY OFFICE PROGRAMS AND ACTIVITIES

The Yolo County Governing Board is committed to providing equal opportunity for all individuals in Yolo County Office of Education programs and activities. County Office programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

- (cf. 1240 - Volunteer Assistance)
- (cf. 4030 - Nondiscrimination in Employment)
- (cf. 4032 - Reasonable Accommodation)
- (cf. 4033 - Lactation Accommodation)
- (cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
- (cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)
- (cf. 5131.2 - Bullying)
- (cf. 5145.3 - Nondiscrimination/Harassment)
- (cf. 5145.7 - Sexual Harassment)
- (cf. 5145.9 - Hate-Motivated Behavior)
- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 6145 - Extracurricular and Cocurricular Activities)
- (cf. 6145.2 - Athletic Competition)
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
- (cf. 6164.6 - Identification and Education Under Section 504)
- (cf. 6178 - Career Technical Education)
- (cf. 6200 - Adult Education)

All individuals shall be treated equitably in the receipt of County Office and school/program services. Personally identifiable information collected in the implementation of any County Office program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Yolo County Superintendent of Schools or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the County Office shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

- (cf. 3540 - Transportation)
- (cf. 3553 - Free and Reduced Price Meals)
- (cf. 5145.13 - Response to Immigration Enforcement)

NONDISCRIMINATION IN COUNTY OFFICE PROGRAMS AND ACTIVITIES

County Office programs and activities shall be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

The County Superintendent or designee shall annually review County Office programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing County Office programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The County Superintendent or designee shall report his/her findings and recommendations to the County Board after each review.

(cf. 1330 - Use of Facilities)

All allegations of unlawful discrimination in County Office programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the County Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the County Office policy on nondiscrimination and related complaint procedures. Such notification shall be included in the annual parental notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the County Office. The notification shall also be posted on the County Office's web site and social media and in County Office schools/programs and offices, including staff lounges, student government meeting rooms, and other prominent locations as appropriate.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the County Superintendent or designee. (Education Code 234.7)

The County Office's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or

NONDISCRIMINATION IN COUNTY OFFICE PROGRAMS AND ACTIVITIES

more of a school's/program's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

County Office programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing County Office facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the County Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

- (cf. 6163.2 - Animals at School)
- (cf. 7110 - Facilities Master Plan)
- (cf. 7111 - Evaluating Existing Buildings)

The County Superintendent or designee shall ensure that the County Office provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to County Office and County Office web sites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the County Superintendent or site administrators if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a County Office-sponsored function, program, or meeting.

- (cf. 6020 - Parent Involvement)
- (cf. 9320 - Meetings and Notices)
- (cf. 9322 - Agenda/Meeting Materials)

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the County Office's response to complaints and for complying with state federal civil rights laws is hereby designated as the County Office's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to County Office programs, services, activities, or facilities.

(title or position)

(address)

(telephone number)

NONDISCRIMINATION IN COUNTY OFFICE PROGRAMS AND ACTIVITIES

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48980 Parental notifications

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

8310.3 California Religious Freedom Act

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2414 Strengthening Career and Technical Education for the 21st Century Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

NONDISCRIMINATION IN COUNTY OFFICE PROGRAMS AND ACTIVITIES

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter, May 26, 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, Fact Sheet, August 2010

Dear Colleague Letter: Electronic Book Readers, June 29, 2010

Nondiscrimination in Employment Practices in Education, August 1991

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

2010 ADA Standards for Accessible Design, September 2010

Accessibility of State and Local Government Websites to People with Disabilities, June 2003

WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

WEB SITES

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

California Office of the Attorney General: <http://oag.ca.gov>

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

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

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

Pacific ADA Center: <http://www.adapacific.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act:
<http://www.ada.gov>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

HIGH SCHOOL GRADUATION REQUIREMENTS

Notifications

Requirements for graduation and specified alternative means for completing the prescribed course of study shall be made available to students, parents/guardians, and the public.

(Education Code 51225.3)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6145.6 - International Exchange)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

In the annual notification sent to parents/guardians pursuant to Education Code 48980, the Superintendent or designee shall include the following: (Education Code 48980)

1. Information about the Yolo County Office of Education's high school graduation requirements and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California
2. A complete list of career technical education courses offered by the County Office that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy

(cf. 5145.6 - Parental Notifications)

(cf. 6143 - Courses of Study)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

HIGH SCHOOL GRADUATION REQUIREMENTS

The Yolo County Governing Board desires to prepare all students to obtain a high school diploma so that they can take advantage of opportunities for postsecondary education and employment.

- (cf. 5127 - Graduation Ceremonies and Activities)
- (cf. 5147 - Dropout Prevention)
- (cf. 6011 - Academic Standards)
- (cf. 6143 - Courses of Study)
- (cf. 6146.3 - Reciprocity of Academic Credit)

Course Requirements

To obtain a high school diploma, students shall complete at least the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Three courses in English (Education Code 51225.3)

(cf. 6142.91 - Reading/Language Arts Instruction)

2. Two courses in mathematics (Education Code 51225.3)

At least one mathematics course, or a combination of the two mathematics courses, shall meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 shall satisfy the Algebra I or Mathematics I requirement, but shall not exempt a student from the requirement to complete two mathematics courses in grades 9-12. (Education Code 51224.5)

Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a "category c" course based on the "a-g" course requirements for college admission. (Education Code 51225.3, 51225.35)

- (cf. 6142.92 - Mathematics Instruction)
- (cf. 6152.1 - Placement in Mathematics Courses)

3. Two courses in science, including biological and physical sciences (Education Code 51225.3)

(cf. 6142.93 - Science Instruction)

HIGH SCHOOL GRADUATION REQUIREMENTS

4. Three courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics; and a one-semester course in economics (Education Code 51225.3)

(cf. 6142.3 - Civic Education)

(cf. 6142.94 - History-Social Science Instruction)

5. One course in visual or performing arts, foreign language, including American Sign Language, or career technical education (CTE) (Education Code 51225.3)

To be counted towards meeting graduation requirements, a CTE course shall be aligned to the CTE model curriculum standards and framework adopted by the State Board of Education.

(cf. 6142.2 - World/Foreign Language Instruction)

(cf. 6142.6 - Visual and Performing Arts Education)

(cf. 6178 - Career Technical Education)

(cf. 6178.2 - Regional Occupational Center/Program)

6. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code (Education Code 51225.3)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.8 - Comprehensive Health Education)

Because the prescribed course of study may not accommodate the needs of some students, the County Board shall provide alternative means for the completion of prescribed courses in accordance with law.

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)

Students in YCOE Regional programs located at a school district site will follow graduation requirements for the school district. Students within YCOE's Special Education program would obtain the diploma through the school district where they attend and YCOE follows the school district's graduation requirements

Alternative Education graduation requirements are as follows:

HIGH SCHOOL GRADUATION REQUIREMENTS

English	40
Math	10
Algebra I	10
Biology	10
Physical Science	10
World History	10
US History	10
Government	5
Economics	5
Physical Education	20
CTE/Fine Art/Foreign Lang	10
<i>CTE (for YCCA only)</i>	<i>10</i>
Total	140/150

Exemptions and Waivers

A foster youth, homeless student, former juvenile court school student, or child of a military family who transfers into the Yolo County Office of Education any time after completing his/her second year of high school shall be required to complete all graduation requirements specified in Education Code 51225.3 but shall be exempt from any additional district-adopted graduation requirements, unless the Yolo County Superintendent of Schools or designee makes a finding that the student is reasonably able to complete the requirements in time to graduate by the end of his/her fourth year of high school. Within 30 days of the transfer, any such student shall be notified of the availability of the exemption and whether he/she qualifies for it. (Education Code 51225.1)

- (cf. 1312.3 - Uniform Complaint Procedures)
- (cf. 5145.6 - Parental Notifications)
- (cf. 6173 - Education for Homeless Children)
- (cf. 6173.1 - Education for Foster Youth)

HIGH SCHOOL GRADUATION REQUIREMENTS

(cf. 6173.2 - Education of Children of Military Families)
(cf. 6173.3 - Education for Juvenile Court School Students)

Retroactive Diplomas

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

The County Office may retroactively grant a high school diploma to a former student who was interned by order of the federal government during World War II or who is an honorably discharged veteran of World War II, the Korean War, or the Vietnam War, provided that he/she was enrolled in a County Office school/program immediately preceding the internment or military service and he/she did not receive a diploma because his/her education was interrupted due to the internment or military service. A deceased former student who satisfies these conditions may be granted a retroactive diploma to be received by his/her next of kin. (Education Code 51430)

In addition, the County Office may grant a diploma to a veteran who entered the military service of the United States while he/she was a County Office student in grade 12 and who had completed the first half of the work required for grade 12. (Education Code 51440)

Legal Reference:

EDUCATION CODE

- 47612 Enrollment in charter school
- 48200 Compulsory attendance
- 48412 Certificate of proficiency
- 48430 Continuation education schools and classes
- 48645.5 Acceptance of coursework
- 48980 Required notification at beginning of term
- 49701 Interstate Compact on Educational Opportunity for Military Children
- 51224 Skills and knowledge required for adult life
- 51224.5 Algebra instruction
- 51225.1 Exemption from district graduation requirements
- 51225.2 Pupil in foster care defined; acceptance of coursework, credits, retaking of course
- 51225.3 High school graduation
- 51225.35 Mathematics course requirements; computer science
- 51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation

HIGH SCHOOL GRADUATION REQUIREMENTS

- 51225.5 Honorary diplomas; foreign exchange students
 - 51225.6 Compression-only cardiopulmonary resuscitation
 - 51228 Graduation requirements
 - 51240-51246 Exemptions from requirements
 - 51250-51251 Assistance to military dependents
 - 51410-51413 Diplomas
 - 51420-51427 High school equivalency certificates
 - 51430 Retroactive high school diplomas
 - 51440 Retroactive high school diplomas
 - 51450-51455 Golden State Seal Merit Diploma
 - 51745 Independent study restrictions
 - 56390-56392 Recognition for educational achievement, special education
 - 66204 Certification of high school courses as meeting university admissions criteria
 - 67386 Student safety; affirmative consent standard
- CODE OF REGULATIONS, TITLE 5**
- 1600-1651 Graduation of students from grade 12 and credit toward graduation
 - 4600-4687 Uniform complaint procedures
- COURT DECISIONS**
- O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452

Management Resources:

WEB SITES

- CSBA: <http://www.csba.org>
- California Department of Education, High School: <http://www.cde.ca.gov/ci/gS/hs>
- University of California, List of Approved a-g Courses:
<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.6. Consider Changing Date of November 26, 2019 Regular Board Meeting

Type:

Action

Informational

Description:

Superintendent Lewis is requesting consideration to change the date of the November 26, 2019 Regular Board Meeting, due to the Thanksgiving holiday.

Recommended Motion:

The Board will be asked to change the date of the November 26, 2019 Regular Board Meeting.

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.7. Head Start/Early Head Start Reports

Type:

Informational

Description:

Gail Nadal/Debra Hinely (financial documents) will present these items.

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

1. Enrollment Update – this is a standing report to the Board
1. Program – this is a standing report to the Board
1. Financial Status – this is a standing report to the Board
1. Policy Council Meeting Minutes – this is a standing report to the Board

Recommended Motion:

For Information only

Attachments:

1. Attendance Report
2. January 2019 Board Report
3. HS/EHS December Fiscal Report
4. November Policy Council Meeting Minutes



Head Start / Early Head Start



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

EARLY HEAD START

Date: Wednesday , January 2 , 2019				Report Outcomes for the month of December 2018			
#	Program	Site	Ages	Waiting Lists C = Complete () = Over income	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	EHS/State	Lemen	6 wk. – 30 mos.	C7(0)	91.18%	4	4
					85.29%	4	4
					93.10%	4	4
3	EHS/State EHS/State	Alyce Norman	6 wk. – 36 mos.	C7(2) C0(0)	86.76%	3	3
					73.53%	4	4
					95.31%	4	4
					88.24%	4	4
					91.67%	4	4
					76.56%	4	4
					69.12%	4	4
4	EHS/State	Valley Oak	24-36 mos.	C6(1)	90.53%	12	12
					91.18%		
					82.35%		
	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C4(2)	N/A	37	37
SUB TOTAL				C24(5)	85.75%	88	88

HEAD START

	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Alyce Norman	3 – 5	C0(0)	90.98%	16	16
2					92.92%	16	16
3					91.00%	20	20
4					81.82%	16	16
5	State ONLY	Alyce Norman	3 – 5	C0(0)	81.54%	16	16
1	HS/State	Charter	3 – 5	C0(0)	89.30%	20	19
2					92.44%	20	20
1	HS/State	Esparto	3 - 5	C0(0)	89.11%	20	20
2					85.65%	16	16
2	HS/State	Lincoln	3 – 5	C9(15)	88.48%	20	20
4					95.00%	20	20
6					91.41%	16	16
1	HS/State	Plainfield	3 – 5	C0(3)	92.41%	16	16
1	HS/State	Sci- Tech	3 – 5	C0(0)	87.40%	16	16



Head Start / Early Head Start



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

1	HS/State	Valley Oak	3 – 5	C10(0)	90.53%	19	19
1	HS/State	Wolfskill	3 - 5	C1(0)	90.48%	16	15
SUB TOTAL				C20(18)	89.40%	283	281
TOTAL				C44(23)	87.57%	371	369

CONSECUTIVE ABSENCES (4 OR MORE DAYS)

SITE NAME	NUMBER OF ABSENCES	REASON	FOLLOW-UP NEEDED (Y/N)	FOLLOW-UP NEEDED DURING MONTHLY MONITORING (Y/N)
ALYCE NORMAN -PS	6	Sick/Vacation	Y	Y
ALYCE NORMAN-EHS	3	Sick/Vacation	Y	Y
CHARTER	1	Sick/Vacation	Y	Y
ESPARTO 1 & 2	2	Sick/Vacation	Y	Y
KNIGHTS LANDING	1	Sick/Vacation	Y	Y
LEMEN	1	Sick/Vacation	Y	Y
LINCOLN	-	-	-	-
PLAINFIELD	1	Sick/Vacation	Y	Y
VALLEY OAK-PS	1	Sick/Vacation	Y	Y
VALLEY OAK-EHS	-	-	-	-
WOLFSKILL	1	Sick/Vacation	Y	Y
TOTAL	17			



YCOE Head Start/Early Head Start
1280 Santa Anita Court, Suite 140
Woodland, CA 95776
(530) 668-3001

Yolo County Office of Education Board of Education

January 2019

Director's Report

PROGRAM UPDATE

1. All of our classrooms have returned back to school for the new year and the children are enjoying the re-connection with friends in their classroom. We hope everyone had an enjoyable and joyous holiday season.
2. We are preparing for our Focus One Review by the Office of Head Start. Focus One will be telephone interviews during the week of February 25 – 28th. We will have interviews with specific content areas and will have sessions in the a.m. and p.m. Gail will have a daily de-briefing with the interview each afternoon to answer any additional questions that might need more information. This review is our chance to share with the federal agency about our Yolo County Office of Education Head Start/Early Head Start program. The management is preparing for their area and we have been asked to highlight two areas of innovation that is in place. We feel confident in our program we are offering to families in Yolo County.
3. Thank you for your kind response to our new liaison, Nancy Mack, Head Start Community Representative, who has volunteered to attend the YCOE Board meetings to bring back information on areas that the Board members are working on. It is a delight to have Nancy Mack as a long term member for our Policy Council.
4. For our classrooms that have voluntarily signed up for the QRIS program in Yolo County, this month we will begin learning and having hands on opportunities to initiate gardening at their site. Yolo Farm 2 Fork (F2F) has been contracted to support learning through understanding how plants, vegetables and other things are grown. We will have F2F specialist working with the QRIS coach. A professional development training is schedule for Saturday, January 26th at the Lincoln site for all eligible QRIS participants.

TRAINING AND TECHNICAL ASSISTANCE:

1. Along with the Head Start team that will be attending the California Association Head Start Conference on February 4 -6th will be two Policy Council Representatives. This conference will have components where the parent

representatives will meet other Policy Council members and learn more about Head Start Policies as well as participating in positive self-awareness workshops. We look forward to hearing back from the team on their return. They will be travelling to Riverside, CA for this conference.

PLANNING

We are in the final stages of our self-assessment review. The teams have gone to sites to review areas and look through files in the areas of nutrition, health, education family support and program, design and management. The final report will be entered into the grant application for Year 2. This report will show areas that our YCOE Head Start is strong in and areas that we need more training. The information gained will be used for planning for the next year.

HEAD START/PROGRAMA HEAD START			
Resource 5210/Recurso 5210			
CATEGORY/CATEGORIA	Current/	Year to Date/	
Revenues/Ingresos:		\$ 2,872,371.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ 113,611.69	\$	632,839.53
Benefits/Beneficios	\$ 42,597.75	\$	232,967.29
Supplies/Provisiones	\$ 3,366.19	\$	31,173.64
<i>Parent Activities/Actividades de los padres</i>	\$ 253.25	\$	828.32
Site Supplies/Articulos de oficina para el centro	\$ 3,112.94	\$	30,345.32
Contracted Services/Servicios Contratados	\$ 30,806.56	\$	73,286.70
Operations/Gastos de Operacion	\$ 20,848.30	\$	178,512.20
Building/Land Improvements	\$ -	\$	18,666.36
Indirect Costs/Castos Indirectos	\$ 19,342.68	\$	87,383.36
Cafeteria Fund/transferecia al fondo del café	\$ 4,839.59	\$	15,239.22
Total Expenditures/Total de Gastos	\$ 235,412.76	\$	1,270,109.20

EARLY HEAD START/PROGRAMA EARLY HEAD START			
Resource 5212/Recurso 5212			
CATEGORY/CATEGORIA	Current/	Year to Date/	
Revenues/Ingresos:		\$ 1,095,842.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ 42,894.26	\$	264,711.50
Benefits/Beneficios	\$ 16,177.80	\$	93,471.20
Supplies/Provisiones	\$ 985.64	\$	14,577.66
<i>Parent Activities/Actividades de los padres</i>	\$ 155.83	\$	254.56
Site Supplies/Articulos de oficina para el centro	\$ 829.81	\$	14,323.10
Contracted Services/Servicios Contratados	\$ 30,898.30	\$	78,765.91
Operations/Gastos de Operacion	\$ 3,673.49	\$	37,059.49
Building/Land Improvements			
Indirect Costs/Castos Indirectos	\$ 6,770.83	\$	36,716.74
Cafeteria Fund/transferecia al fondo del café	\$ 2,233.66	\$	8,803.40
Total Expenditures/Total de Gastos	\$ 103,633.98	\$	534,105.90

HEAD START/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	Current/	Year to Date/	
Revenues/Ingresos:		\$ 34,554.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ -	\$	910.18
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	293.59
Site Supplies/Articulos de oficina para el centro	\$ -	\$	616.59
Contracted Services/Servicios Contratados	\$ -	\$	4,329.22
Operations/Gastos de Operacion	\$ 181.76	\$	3,348.53
Indirect Costs/Castos Indirectos	\$ 141.17	\$	782.45
Total Expenditures/Total de Gastos	\$ 322.93	\$	9,370.38

EARLY HEAD START/PROGRAMA EARLY HEAD START T & TA			
Resource 5218/Recurso 5218			
CATEGORY/CATEGORIA	Current/	Year to Date/	
Revenues/Ingresos:		\$ 25,983.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ -	\$	714.44
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	97.86
Site Supplies/Articulos de oficina para el centro	\$ -	\$	616.58
Contracted Services/Servicios Contratados	\$ -	\$	4,113.22
Operations/Gastos de Operacion	\$ 181.74	\$	3,348.52
Indirect Costs/Castos Indirectos	\$ 123.93	\$	745.08
Total Expenditures/Total de Gastos	\$ 305.67	\$	8,921.26

CACFP Meal Reimbursement: November 2018				Credit Cards	Monthly
Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount			Expense
Breakfast	1190	2130.10	\$	209.92	3,060.01
AM Snacks		\$ -	\$	-	-
Lunch	1265	4,480.88	\$	222.97	179.86
PM Snacks	1065	969.15	\$	-	273.73
Total Reimbursement		\$ 8,013.02		Total Credit Cards	\$ 3,513.60

Calculation of In-Kind Contributions		
	Dollars Expended Year-To-Date	In-Kind Required
Head Start:	\$ 1,270,109.20	\$ 317,527.30
HS T & TA	\$ 9,370.38	\$ 2,342.60
Early HS	\$ 534,105.90	\$ 133,526.48
EHS T & TA	\$ 8,921.26	\$ 2,230.32
Total	\$ 1,822,506.74	\$ 455,626.69
Amount Required:	\$	455,626.69
Actual In-Kind:	\$	565,936.06
*Surplus/(Deficit):	\$	110,309.38

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

Administrative Percent Calculation	
Maximum Percent Allowed	15%
Calculated Percent for the Month	11%
Annual Percentage	13%

**Executive Summary
2018/2019 Fiscal Year
December 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	\$ 2,872,371	\$ 235,413	\$ 1,270,109	\$ 1,232,213	\$ 370,049	44.22%	42.90%	12.88%
Early Head Start	\$ 1,095,842	\$ 103,634	\$ 534,106	\$ 477,937	\$ 83,799	48.74%	43.61%	7.65%
Head Start T&TA	\$ 34,554	\$ 323	\$ 9,370	\$ 7,223	\$ 17,961	27.12%	20.90%	51.98%
Early Head Start T&TA	\$ 25,983	\$ 306	\$ 8,921	\$ 5,701	\$ 11,361	34.33%	21.94%	43.72%
Total Grant	\$ 4,028,750	\$ 339,675	\$ 1,822,507	\$ 1,723,074	\$ 483,169	45.24%	42.77%	11.99%

Credit Cards	Monthly Expense
Visa	\$ 3,060.01
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ 179.86
Interstate Oil	\$ 273.73
Total Credit Card Expense	\$ 3,513.60

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	11%
Annual Percentage	13%

Calculation of In-Kind Contributions		
	Dollars Expended	In-Kind Required
	Year-To-Date	
Head Start:	\$ 1,270,109.20	\$ 317,527.30
Head Start T & TA:	\$ 9,370.38	\$ 2,342.60
Early Head Start:	\$ 534,105.90	\$ 133,526.48
Early Head Start T & TA:	\$ 8,921.26	\$ 2,230.32
Total	\$ 1,822,506.74	\$ 455,626.69
	Amount Required:	\$ 455,626.69
	Actual In-Kind:	\$ 565,936.06
	*Surplus/(Deficit):	\$ 110,309.38
If deficit: will be returned to Federal Government from unrestricted dollars		

CACFP Meal Reimbursement: November 2018			
	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount
Breakfast	1190	\$ 2130.10	\$ 209.92
AM Snacks		\$ -	\$ -
Lunch	1265	\$ 4,480.88	\$ 222.97
PM Snacks	1065	\$ 969.15	\$ -
	Total Reimbursement	\$	8,013.02

**EARLY HEAD START
2018/2019
December**

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	1,068,072		1,068,072	195,029	454,471	0	613,601	57.45%
Prior Year	0	0	0	0	0		0	#DIV/0!
COLA	27,770		27,770		0		27,770	
Total Revenues	1,095,842	0	1,095,842	195,029	454,471	0	641,371	58.53%
Expenditures								
Salaries	594,675	(18,533)	576,142	42,894	264,712	295,946	15,485	2.69%
Benefits	243,273	(31,243)	212,030	16,178	93,471	144,954	(26,396)	-12.45%
Supplies	29,945	3,281	33,226	986	14,578	13,148	5,501	16.55%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	1,787	156	255	1,532	1	0.04%
<i>Site Supplies</i>	29,945	1,494	31,439	830	14,323	11,616	5,500	17.49%
Travel & Conference	9,646	36	9,682	241	7,117	0	2,565	26.50%
Dues & Memberships	590	63	653	0	313	315	26	3.91%
Insurance	4,200	0	4,200	0	4,522		(322)	-7.68%
Rentals, Leases, Repairs & Noncapitalized								
Improvements	2,300	(1,575)	725	0	392	295	38	5.27%
Direct Costs for Transfer of Services	68,313	0	68,313	3,432	24,691		43,622	63.86%
Professional/Contracted Services & Operating								
Expenditures	36,875	47,895	84,770	30,898	78,766	23,229	(17,225)	0.00%
Intergovernmental Fees	0	76	76	0	25	50	0	
Indirect Costs	93,426	0	93,426	6,771	36,717		56,709	60.70%
Tsfer to Cafe Fund	12,599	0	12,599	2,234	8,803		3,796	30.13%
Total Expenditures	1,095,842	0	1,095,842	103,634	534,106	477,937	83,799	7.65%

**PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2018/2019**

Recurso 5212	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
						Lo que va del año	Sobrecargado		
Ingresos:									
	Todos los otros Federales	1,068,072	0	1,068,072	195,029	454,471	0	613,601	57.45%
		0		0				0	#DIV/0!
		27,770		27,770		0		27,770	
	Total de Ingresos	1,095,842	0	1,095,842	195,029	454,471	0	641,371	58.53%
Gastos:									
	Salarios	594,675	(18,533)	576,142	42,894	264,712	295,946	15,485	2.69%
	Beneficios	243,273	(31,243)	212,030	16,178	93,471	144,954	(26,396)	-12.45%
	Provisiones	29,945	3,281	33,226	986	14,578	13,148	5,501	16.55%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	0	1,787	1,787	156	255	1,532	1	0.04%
	<i>Artículos de oficina para el centro</i>	29,945	1,494	31,439	830	14,323	11,616	5,500	17.49%
	Viaje y Conferencia	9,646	36	9,682	241	7,117	0	2,565	26.50%
	Cuotas y Membresías	590	63	653	0	313	315	26	3.91%
	Seguro	4,200	0	4,200	0	4,522	0	(322)	
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	2,300	(1,575)	725	0	392	295	38	
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Cuotas Intergubernamentales	68,313	0	68,313	3,432	24,691	0	43,622	63.86%
	Gastos Indirectos transferencia al fondo del café	36,875	47,895	84,770	30,898	78,766	23,229	(17,225)	-20.32%
		0	76	76	0	25	50	0	0.49%
		93,426	0	93,426	6,771	36,717	0	56,709	60.70%
		12,599	0	12,599	2,234	8,803	0	3,796	30.13%
	Total de Gastos	1,095,842	0	1,095,842	103,634	534,106	477,937	83,799	7.65%

**HEAD START
T & TA
2018/2019
December**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			% %
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	33,692	0	33,692	2,109	9,168	0	24,524	72.79%
COLA	862		862				862	
Total Revenues	34,554	0	34,554	2,109	9,168	0	25,386	73.47%
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	6,409	11	6,420	0	910	1,000	4,510	70.25%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,400	368	1,768	0	294	1,000	474	26.83%
<i>Site Supplies</i>	5,009	(357)	4,652	0	617	0	4,035	86.75%
Travel & Conference	10,181	834	11,015	182	3,349	4,077	3,590	32.59%
Contracted Services	15,019	(845)	14,174	0	4,329	2,146	7,699	54.32%
Indirect Costs	2,945	0	2,945	141	782	0	2,163	73.43%
Total Expenditures	34,554	0	34,554	323	9,370	7,223	17,961	51.98%

**PROGRAMA HEAD START
T y TA
PRESUPUESTO 2010/2019**

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		33,692	0	33,692	2,109	9,168	0	24,524	72.79%
COLA		862		862					
Total de Ingresos		34,554	0	34,554	2,109	9,168	0	25,386	73.47%
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		6,409	11	6,420	0	910	1,000	4,510	70.25%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		1,400	368	1,768	0	294	1,000	474	26.83%
<i>Artículos de oficina para el centro</i>		5,009	(357)	4,652	0	617	0	4,035	86.75%
Viaje y Conferencia		10,181	834	11,015	182	3,349	4,077	3,590	
Servicios Contratados		15,019	(845)	14,174	0	4,329	2,146	7,699	54.32%
Gastos Indirectos		2,945	0	2,945	141	782	0	2,163	0.00%
Total de Gastos		34,554	0	34,554	323	9,370	7,223	17,961	51.98%

**HEAD START
2018/2019 BUDGET
December**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %
				Current	Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	2,799,582		2,799,582	525,604	1,076,231		1,723,351	61.56%
Prior Year	0	0	0	0	0		0	#DIV/0!
COLA	72,789		72,789	0	0		72,789	0.00%
Total Revenues	2,872,371	0	2,872,371	525,604	1,076,231	0	1,796,140	62.53%
Expenditures:								
Salaries	1,363,462	22,034	1,385,496	113,612	632,840	800,116	(47,459)	-3.43%
Benefits	628,908	(108,104)	520,804	42,598	232,967	379,954	(92,118)	-17.69%
Supplies	58,139	4,201	62,340	3,366	31,174	15,196	15,970	25.62%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	7,696	1,089	8,785	253	828	4,124	3,833	43.63%
<i>Site Supplies</i>	50,443	3,112	53,555	3,113	30,345	11,072	12,138	22.66%
Travel & Conference	20,358	(2,267)	18,091	598	14,244	0	3,847	21.27%
Dues & Memberships	1,933	(549)	1,384	0	938	945	(499)	-36.02%
Insurance	13,500	68	13,568	0	13,567	0	1	0.00%
Operations & Housekeeping		580	580	0	41	539	0	0.00%
Rentals, Leases, Repairs & Noncapitalized								
Improvements	8,900	(2,903)	5,997	44	1,608	432	3,957	65.98%
Direct Costs for Transfer of Services	387,552	0	387,552	19,822	147,195		240,357	62.02%
Professional/Contracted Services & Operating								
Expenditures	67,912	92,749	160,661	30,807	73,287	27,869	59,505	37.04%
Intergovernmental Fees	3,608	1,239	4,847	385	961	3,886	0	0.00%
Land Improvements	0	21,942	21,942	0	18,666	3,276	(0)	0.00%
Indirect Costs	267,705	(28,990)	238,715	19,343	87,383		151,332	63.39%
Tsfer to Cafe Fund	50,394	0	50,394	4,840	15,239		35,155	69.76%
Total Expenditures	2,872,371	0	2,872,371	235,413	1,270,109	1,232,213	370,049	12.88%

**PROGRAMA HEAD START
PRESUPUESTO 2018/2019**

Recurso 5210						Gastado/Recibido			
	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Sobrecargado	Balance	%
Ingresos:									
	Todos los otros Federales	2,799,582	0	2,799,582	0	1,076,231		1,723,351	61.56%
		0	0	0	0	0	0	0	
	COLA	72,789	0	72,789	0	0		72,789	
	Total Revenues/Total de Ingresos	2,872,371	0	2,872,371	0	1,076,231	0	1,796,140	
Gastos:									
	Salarios	1,363,462	22,034	1,385,496	113,612	632,840	800,116	(47,459)	-3.43%
	Beneficios	628,908	(108,104)	520,804	42,598	232,967	379,954	(92,118)	-17.69%
	Provisiones	58,139	4,201	62,340	3,366	31,174	15,196	15,970	25.62%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	7,696	1,089	8,785	253	828	4,124	3,833	0.00%
	<i>Artículos de oficina para el centro</i>	50,443	3,112	53,555	3,113	30,345	11,072	12,138	22.66%
	Viaje y Conferencia	20,358	(2,267)	18,091	598	14,244	0	3,847	21.27%
	Cuotas y Membresías	1,933	(549)	1,384	0	938	945	(499)	-36.02%
	Seguro	13,500	68	13,568	0	13,567	0	1	0.00%
			580	580	0	41	539	0	0.00%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	8,900	(2,903)	5,997	0	44	1,608	432	65.98%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	387,552	0	387,552	19,822	147,195	0	240,357	62.02%
	Cuotas Intergubernamentales	67,912	92,749	160,661	30,807	73,287	27,869	59,505	37.04%
	Mejoras a los Terrenos	3,608	1,239	4,847	385	961	3,886	0	0.00%
	Gastos Indirectos	0	21,942	21,942	0	18,666	3,276	(0)	0.00%
	transferencia al fondo del café	267,705	(28,990)	238,715	19,343	87,383	0	151,332	63.39%
		50,394	0	50,394	4,840	15,239	0	35,155	69.76%
	Total de Gastos	2,872,371	2,903	2,872,371	235,413	1,270,109	1,232,213	370,049	12.88%

**EARLY HEAD START
T & TA
2018/2019 BUDGET
December**

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
Revenues									
All Other Federal	25,983	0	25,983	1,897	8,719	0	17,264	66.44%	
Total Revenues	25,983	0	25,983	1,897	8,719	0	17,264	66.44%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	6,025	1,200	7,225	0	714	1,000	5,511	76.27%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	4,000	(1,281)	2,719	0	98	1,000	1,621	59.62%	
<i>Site Supplies</i>	2,025	2,481	4,506	0	617	0	3,889	86.32%	
Travel & Conference	10,568	0	10,568	182	3,349	3,204	4,016	38.00%	
Contracted Services	7,175	(1,200)	5,975	0	4,113	1,497	365	6.10%	
Indirect Costs	2,215	0	2,215	124	745	0	1,470	66.36%	
			0						
Total Expenditures	25,983	0	25,983	306	8,921	5,701	11,361	43.72%	

**PROGRAMA EARLY HEAD START
T & TA
PRESUPUESTO 2018/2019**

Recurso 5218		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		25,983	0	25,983	1,897	8,719	0	17,264	66.44%
Total de Ingresos		25,983	0	25,983	1,897	8,719	0	17,264	
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		6,025	1,200	7,225	0	714	1,000	5,511	76.27%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		4,000	(1,281)	2,719	0	98	1,000	1,621	59.62%
<i>Artículos de oficina para el centro</i>		2,025	2,481	4,506	0	617	0	3,889	86.32%
Viaje y Conferencia		10,568	0	10,568	182	3,349	3,204	4,016	38.00%
Servicios Contratados		7,175	(1,200)	5,975	0	4,113	1,497	365	6.10%
Gastos Indirectos		2,215	0	2,215	124	745	0	1,470	66.36%
Total de Gastos		25,983	0	25,983	306	8,921	5,701	11,361	43.72%

**HEAD START/EARLY HEAD START
CREDIT CARD REPORT
2018/2019
Decmeber**

MANAGER	VISA
Gail Nadal	
Travel/Conference	\$ -
Center Supplies	\$ 1,907.14
TOTAL	\$ 1,907.14
Genet Telahun	
Travel/Conference	\$ 129.96
Center Supplies	\$ 887.42
TOTAL	\$ 1,017.38
Amee Dowkes	
Travel/Conference	\$ -
Center Supplies	\$ 44.40
TOTAL	\$ 44.40
Gustavo Melgoza	
Travel/Conference	\$ -
Center Supplies	\$ 91.09
TOTAL	\$ 91.09
Maria Luna	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
VISA Grand Total	\$ 3,060.01 ****
NUGGET/FOOD 4 LESS	\$ 179.86
INTERSTATE OIL	\$ 273.73
Wal Mart	\$ -
TOTAL MONTHLY EXPENDITURES:	\$ 3,513.60

**Credit card statements available upon request

**Programas Head Start/Early Head Start
 REPORTE DE TARJETAS DE CRÉDITO
 Año FISCAL 2018/2019**

SUPERVISOR

VISA

Gail Nadal

Viaje/Conferencia	\$	-
Artículos para el centro	\$	1,907.14
	\$	<u>1,907.14</u>

Genet Telahun

Viaje/Conferencia	\$	129.96
Artículos para el centro	\$	887.42
Total	\$	<u>1,017.38</u>

Amee Dowkes

Viaje/Conferencia	\$	-
Artículos para el centro	\$	44.40
Total	\$	<u>44.40</u>

Gustavo Melgoza

Viaje/Conferencia	\$	-
Artículos para oficina	\$	91.09
Total	\$	<u>91.09</u>

VISA Grand Total \$ 3,060.01

NUGGET/FOOD 4 LESS	\$	179.86
INTERSTATE OIL	\$	273.73
Wal Mart	\$	-

Total de Gastos Mensuales: \$ 3,513.60 ***

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

**HEAD START/EARLY HEAD START
2018/2019 FISCAL YEAR
CALCULATION OF IN-KIND CONTRIBUTIONS**

Month	Year	Location									Grand
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln/Plainfield	Valley Oak/Winters	Sci - Tech	Total
July	2018	\$ 24,343.59	\$ 1,849.49	\$ 1,813.66		\$ 1,007.16	\$ 2,971.94				\$ 31,985.84
August	2018	\$ 156,731.81	\$ 4,205.56	\$ 2,622.26	\$ 653.92	\$ 1,102.88		\$ 2,413.78	\$ 1,436.58	\$ 152.41	\$ 169,319.20
September	2018		\$ 7,678.94	\$ 2,610.24	\$ 3,380.53	\$ 936.84	\$ 2,787.96	\$ 7,671.94	\$ 1,586.62	\$ 1,203.63	\$ 27,856.70
October	2018	\$ 305,905.39	\$ 6,946.97	\$ 3,038.46	\$ 1,751.08	\$ 1,203.93	\$ 3,931.35	\$ 8,550.15	\$ 4,547.83	\$ 899.16	\$ 336,774.32
November	2018										\$ -
December	2018										\$ -
January	2019										\$ -
February	2019										\$ -
March	2019										\$ -
April	2019										\$ -
May	2019										\$ -
June	2018										\$ -
		\$ 486,980.79	\$ 20,680.96	\$ 10,084.62	\$ 5,785.53	\$ 4,250.81	\$ 9,691.25	\$ 18,635.87	\$ 7,571.03	\$ 2,255.20	\$ 565,936.06

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of December 31, 2018	In-Kind Required
Head Start:	1,270,109.20	317,527.30
Head Start T & TA:	9,370.38	2,342.60
Early Head Start:	534,105.90	133,526.48
Early Head Start T & TA:	8,921.26	2,230.32
Total:	1,822,506.74	455,626.69

Amount Required: 455,626.69
 Actual In-Kind: 565,936.06
 *Surplus/(Deficit): 110,309.38
 Surplus(Deficit): 110,309.38

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

**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES
November 30, 2018
626 West Lincoln Avenue, Woodland CA 95695**

Council Members Present:

Bethel Ibarra-Avalos
Hermalinda Alfaro
Nathalie Jimenez
Zennette James
Lucia Torres
Ines Vazquez
Debra Hinely
Prabhjot Sidhu
Sehila Martinez
Stephanie Izquierdo

YCOE Administration:

Community Members Present:

Nancy Mack

Staff:

*Gail Nadal, ECE Director
Marco Raya, Interpreter
Vanessa Quintana, Secretary
Kim Magallanes, Sr. Bus. Svce. Tech
Nicole Castrejon, Family Support Service Manager
Katherine Rangel, Education Specialist
Genet Telahun, Program Administrator
Amee Dowkes, Education Services Manager
Cambria Rivas, Site Coordinator
Margie Valenzuela, HR Executive Director
Sandra Hernandez, Site Coordinator
Gustavo Melgoza, Health Service Manager
Stephanie Gray, Nutrition & Wellness Coordinator
Debra Hinely, Director Internal Business Services*

1. **Call to Order:** The meeting was called to order by **Bethel Ibarra- Avalos** at 10:35 a.m.
2. **Introductions/Recognition of Visitors:** Policy Council members introduced themselves.
3. **Consent Agenda:**
 - 3.1 Approval of November 30, 2018 Agenda **M1: Nancy Mack, M2: Nathalie Jimenez**
 - 3.2 Approval of October 26, 2018 Minutes **M1: Nancy Mack, M2: Nathalie Jimenez**
4. **Public Comment:** *None*
5. **Adjourn to Closed Session:**
 - 5.1 Employment of New Hires – *Margie Valenzuela* – **M1: Nancy Mack, M2: Nathalie Jimenez**
 - 5.2 Employment of Substitutes – *Margie Valenzuela*- **None**
 - 5.3 Employment of Variable Service Providers – *Margie Valenzuela* –
M1: Nancy Mack, M2: Nathalie Jimenez

6. Open Session:

6.1 Old Business:

6.2 New Business:

6.2.1 Approval of Job Description for Learning and Development Facilitator HS – Margie Valenzuela M1: Nancy Mack, M2: Nathalie Jimenez

6.2.2 CHSA 2019 Annual Conference – Gail Nadal

Bethel Ibarra- Avalos and Zennette James volunteered to attend conference.

6.2.3 Footsteps 2 Brilliance(F2B) Presentation - Ameer Dowkes

Ameer Dowkes, Education Services Manager, introduced the F2B program, its purpose and how it can be easily used by parents at home. F2B is an early learning literacy program brought to YCOE by Jesse Ortiz, Superintendent. It has been recently piloted in the classrooms and is aligned to be used at home with parents. Teachers and staff will continue to provide support to parents and additional information will be provided at parent meetings. Wi-Fi is needed initially to download the program. Once downloaded, children along with parents, can use the programs for reading and literacy games. After the initial application download, Wi-Fi is not needed unless there are occasional updates. The F2B program is available in both Spanish and English. The website is www.myf2b.com.

7. Financial Report/Finance Committee: YCOE Fiscal Staff

Debra Hinely reported on the **October 2018** Financial report. The amount of the budget spent this year is **29.05 %** and **46.10%** is in the encumbered category, **0%** is not obligated or has not been spent at this time. The amount spent for the month in credit card accounts was **\$9,722.62**. The administrative percentage is at **15%**. There is an in-kind surplus of **(\$91,403.22)**.

8. Program Operation: (10-15 minutes)

8.1 Service Area Reports- Gail Nadal

Gail reported that she is currently working on the Quality Counts QRIS RFA, formally known as the Infant/Toddler QRIS. This RFA provides quality dollars that are assigned by the California Department of Education. The QCC grant focuses on infants and toddlers, but can also be used to enhance the CSPP-CMIG QRIS and English language programs. With this grant, YCOE will also be providing additional support to the Family Child Care Provider in Yolo County. The grant funding amount is \$77,000 and is due by December 14th 2018.

Gail announced the upcoming Winter Wonderland Festival of Lights Celebration to take place on December 19th at the Lincoln Head Start Center. With the Lincoln center closing at the end of June, this day will be a celebration of the joys and many great memories that have happened here. Past employees as well as current staff and community members will be invited.

8.2 Program Operations- Genet Telahun

Genet reported that while the Head Start program is fully enrolled, Family Support Staff are continuing to recruit families. Health, Education and Family Support staff attended the annual Child Plus training program in Las Vegas which provided Child Plus updates along with information on data reporting. FSSA staff also attended the Fall CCDAA training in Sacramento. Updates on new regulations for eligibility was provided along with many questions answered to help FSSA staff maintain compliance. October monitoring has been completed but took a bit longer due to the holiday break. Genet announced that the HS/EHS Self-Assessment will begin in December and last approximately two weeks. The assessment will be conducted by teams composed of staff, community and parents. If any parents are interested in volunteering, they should contact her. The results of the Self-Assessment will be reported at a future Policy Council meeting. Genet also announced that program has received notification of the HS/EHS Focus Area One review to be conducted the week of February 25th. She will provide more information at the next Policy Council meeting.

8.3 Family Support Services- Nicole Castrejon

Although program is fully enrolled, Nicole reported that her team is continuing to actively recruit families to maintain a robust waitlist. She also noted that many of her staff attended the Child Plus training and the CCDAA Fall TA. Both trainings provided staff with valuable information. Nicole also reminded parents about the upcoming Winters Tree Lighting and Tractor parade to be held in Winters on December 1st.

8.4 Child Health Services- Gustavo Melgoza

Gustavo reviewed with Policy Council the October monitoring. He provided members with examples of CAP's (Corrective Action Plans) and the follow-up needed for corrective actions. The Health Services team is currently working on creating referrals for physicals and health care plans. They are also providing technical support for staff for computers, laptops, printers, software etc.

8.5 Education Services/Special Services- Ameer Dowkes

Ameer reported that she attended the Child Plus training October 22 – 25th. The training provided her with updates and new information on data reporting. She is continuing to work with West Ed to trouble shoot on continuing challenges with the DRDP Online data software system. This month will be the official rollout of F2B with the F2B support team providing three days of on-site training this week. Ameer reported that CLASS observations have been completed and managers are meeting with teachers to review the results. Her team has also completed monitoring the education files and she will be reviewing the CAPS (Corrective Action Plans) to correct any findings. At this time, referrals are being rolled over for returning children who have IEP/IFSP's for the current academic year. Along with the rollover she will be processing incoming referrals and sending referrals to the school districts. The Education Team has been receiving ASQ's and DRDP's from teachers, entering this data into DRDP Online and sending out follow up letters. Finally, Ameer reported that she will be observing in the classrooms to provide additional support for challenging behaviors and providing input to both teacher and parents.

8.6 Nutrition Services- Stephanie Gray

Stephanie provided information on upcoming nutrition and wellness workshops for parents. On December 11th at Alyce Norman and December 12th at Lincoln, the UC Extension is providing training on nutritional label reading. The October workshops on meal planning and shopping had a low attendance and she is hoping that more parents will attend the December workshops. Flyers will be distributed by teachers for more information on these workshops. Stephanie also reported that she is

working on CAP's from the October monitoring. In the spring she is hoping to collaborate with Yolo County on dental health. In December program is holding a meeting with WIC to provide onsite support with a dietician. More information will be provided at the next Policy Council meeting. Growth assessments have been completed and they indicate that 30% of children are overweight or obese. 18 children have food allergies and 39 children are receiving food accommodations.

8.7 Home Base Services/Site Coordinator- Connie Luna

Connie Luna outlined the teacher meetings for November –

11/8 Alyce Norman Room 6

11/13 Alyce Norman Room 13

11/16 Valley Oak EHS

11/28 Lemen EHS

11/30 Home Base Teachers

Connie reported that she is currently conducting the Health and Safety monitoring, reviewing Socialization and EHS classroom checklists. In addition to the monitoring, she will be updating parent bulletin boards and licensing forms. Although the Home Base program is currently fully enrolled, Connie continued to recruit families interested in the Home Base program to increase the waitlist. Home Base Socializations were held on 11/12, and 11/9 or 11/16. Home Base teachers will be attending a training on “Create Your Own Family Culture” provided by SETA Head Start in Sacramento.

8.8 Site Coordinator- Cambria Rivas

Cambria reported that meetings with teachers were held to review CLASS assessment scores. Recommendations were made to address areas of concern. The teachers at her sites have been implementing Footsteps 2 Brilliance and will receive hands on training this week from F2B support staff. The rollout of this F2B has been well received by everyone. The annual Children’s Fashion Show for Winters, Valley Oak and Esparto was held this month. It was a great opportunity for teachers, children and parents to collaborate on many levels. Cambria also reported that many new staff are coming onboard and a new hire orientation was held on November 16th for all new staff.

8.9 Site Coordinator- Jacqueline Tam

Jackie Tam reported on the following special activities taking place at her sites in West Sacramento:

October 16th- Charter Parent Meeting on Nutrition and Family Style Meals

October 30th-Alyce Norman Parenting Class on Meal Planning

November 15th Charter Fashion Show

November 16th Alyce Norman Fashion Show

Jackie also noted that ECERS assessments were conducted for West Sacramento sites participating in the CSPP QRIS. The assessment results would be reviewed with teachers by their coach and quality improvement plans and goals would be developed around the assessment results. Along with ECERS, DRDPs and parent conferences were held during October.

8.10 Site Coordinator- Sandra Hernandez

Sandra Hernandez shared that the Smile Savers team has visited her sites and provided dental checks along with dental hygiene lessons for children. Children also received toothbrushes and stickers. Sandra reported that ECERS assessments were being conducted at her sites participating in CSPP QRIS. The results of the assessments will be reviewed with teachers by their QRIS coach. The annual HS/EHS fashion shows are happening during November. Children and parents always look forward to this great event, and it has become an annual tradition for family engagement.

9. **Program Reports:**

9.1 Community Update- No Report

9.2 Lincoln Center- Stephanie Izquierdo shared that on October 31st the children really enjoyed pajama day.

9.3 Lemen Center- No Report

9.4 Esparto Center- No Report

9.5 Home Base Center- No Report

9.6 Alyce Norman Center- No Report

9.7 Charter Center- No Report

9.8 Valley Oak Center- No Report

9.9 Plainfield Center- No Report

9.10 Knights Landing – No Report

9.11 Winters – No Report

10. **Confirm Next Meeting Date** – The next meeting will be on:

No meeting in December.

Regular Policy Council Meeting January 25, 2019 10:30 a.m. – 12:30 p.m.

M1: Nancy Mack, M2: Nathalie Jimenez

11. **Motion for Adjournment** – The meeting adjourned at 11:47 a.m.

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4.8. YCBE Retreat Goals for February 2019 Workshop

Type:

Discussion

Description:

The Board will Discuss YCBE Retreat Goals for February 6, 2019 Workshop

Recommended Motion:

For Discussion

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4.9. Public Hearing

Type:

Quick Summary/Abstract:

Public Hearing

4:00 p.m.

[time approx.]

Description:

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal to the Yolo Education Association (YEA), for 2018-19.

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4.10. Public Hearing

Type:

Quick Summary/Abstract:

Public Hearing

4:01 p.m.

[time approx.]

Description:

A public hearing will be conducted to receive comment from parents, teachers, members of the community, and bargaining unit leaders regarding the Yolo County Superintendent of Schools' response and initial proposal to the California School Employees Association (CSEA), Chapter #639, for 2018-19.

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4.11. 2018-19 P-1 ADA Report

Type:

Informational

Description:

Debra Hinely, Director, Internal Business Services will present this item.

Attached is the 2018-19 P-1 ADA Report.

Recommended Motion:

For Information.

Attachments:

1. 1819 P-1 ADA

YOLO COUNTY OFFICE OF EDUCATION
Actual Average Daily Attendance
P-1
January 15, 2019

2018/19 Original Budget (A)	2018/19 Period 1 Actual (B)	2018/19 Period 2 Actual (C)	2018/19 Annual Actual (D)
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PROGRAM

Cesar Chavez - Wldd Campus	35.19	41.12	
Cesar Chavez - W Sac Campus	7.20	7.57	
	42.39	48.69	

YCCA/YCCP	33.00	20.61	
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Juvenile Hall	25.00	43.77	
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Special Education		126.50	
Special Education - ESY		8.97	

Special Education
ADA by District

	ESY	P1	P2	ANNUAL
Davis	2.39	23.30		
Esparto	0.32	6.47		
Washington	1.89	26.78		
Winters	0.51	8.30		
Woodland	3.86	61.65		
	8.97	126.50	0.00	0.00

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4.12. Disposition of Surplus Equipment

Type:

Informational

Description:

Debra Hinely, Director, Internal Business Services will present this Item.

The Yolo County Office of Education has various items of obsolete equipment that are not required for use by the organization.

A list describing the specific items intended for disposal is attached. Per OP 3270.00, YCOE is providing this itemized list of surplus equipment for the Board's review.

Recommended Motion:

For Information

Attachments:

1. 2018 YCOE Surplus List

YCOE Surplus List as of January 11, 2019

Asset Tag#	Model	Value	Asset Tag#	Model	Value	Asset Tag#	Model	Value
1272	Dell Latitude D610	\$0.00	2705	HP Network Switch	\$0.00	4160	Dell Latitude 3440	\$0.00
1392	Dell Projector	\$0.00	2706	HP Network Switch	\$0.00	4164	Dell Latitude 3440	\$0.00
1409	Dell Latitude D610	\$0.00	2719	Dell Monitor	\$0.00	4182	Dell Monitor	\$0.00
1609	Dell Latitude D610	\$0.00	2724	Dell Optiplex 780	\$0.00	4251	Dell Optiplex 3020	\$0.00
2012	Dell Optiplex 745	\$0.00	2734	Dell Latitude E5520	\$0.00	4265	Dell Optiplex 7010	\$0.00
2038	Dell Optiplex 745	\$0.00	2763	Dell Optiplex 790	\$0.00	4276	Dell Optiplex 3020	\$0.00
2058	Dell Optiplex 745	\$0.00	2764	Dell Monitor	\$0.00	4278	Dell Optiplex 3020	\$0.00
2107	Dell Optiplex 745	\$0.00	2781	Dell Monitor	\$0.00	4289	Dell Optiplex 3020	\$0.00
2118	Dell Latitude D630	\$0.00	2787	Dell Vostro 1540	\$0.00	4290	Dell Optiplex 3020	\$0.00
2174	Scantron Scanner	\$0.00	2818	Acer Iconia Tab	\$0.00	4292	Dell Optiplex 3020	\$0.00
2224	Dell Latitude D830	\$0.00	2889	Dell Monitor	\$0.00	4358	Apple iPad	\$0.00
2265	Dell Monitor	\$0.00	2912	IBM Thinkpad	\$0.00	4363	Apple iPad	\$0.00
2269	Dell Latitude E5400	\$0.00	3213	Dell Optiplex 790	\$0.00	4384	Apple iPad	\$0.00
2329	Dell Monitor	\$0.00	3223	Dell Latitude E6420	\$0.00	4474	Apple iPad	\$0.00
2338	HP Laserjet M1522nf	\$0.00	3232	HP Laserjet M1536dnf MFP	\$0.00	7003	Dell Optiplex 3020	\$0.00
2392	Dell Precision M6400	\$0.00	3251	Dot Matrix Printer	\$0.00	7041	Microsoft Surface Pro 2	\$0.00
2404	Dell Latitude E5400	\$0.00	3339	Dell Optiplex 3010	\$0.00	7294	Acer Chromebook	\$0.00
2410	Dell Latitude E5400	\$0.00	3342	Dell Optiplex 3010	\$0.00	000004	HP Laserjet 4050N	\$0.00
2461	Dell Optiplex 960	\$0.00	3344	Dell Optiplex 3010	\$0.00	000116	HP Printer	\$0.00
2462	Dell Latitude 2100	\$0.00	3351	Dell Optiplex 3010	\$0.00	000561	IBM Thinkpad	\$0.00
2467	Dell Optiplex 780	\$0.00	3368	Dell Monitor	\$0.00	000893	HP Laserjet 9000dn	\$0.00
2477	Acer Monitor	\$0.00	3372	Dell Monitor	\$0.00	000914	Canon Laser Class 3170	\$0.00
2478	Acer Monitor	\$0.00	3373	Dell Monitor	\$0.00	000985	Dell Projector	\$0.00
2502	Lexmark T652dn	\$0.00	3458	Apple iPad	\$0.00	001003	ViewSonic Monitor	\$0.00
2528	HP Laserjet P2035N	\$0.00	3467	Apple iPad	\$0.00	001484	Dell Monitor	\$0.00
2530	Dell Optiplex 780	\$0.00	3497	Dell Latitude E5430	\$0.00	001499	HP Laserjet 2430fn	\$0.00
2533	Dell Optiplex 780	\$0.00	3863	Dell Latitude E6540	\$0.00	N/A	Cisco Network Appliance	\$0.00
2544	Dell Optiplex 780	\$0.00	3948	HP Color Laserjet 400	\$0.00	N/A	Cisco Network Appliance	\$0.00
2566	HP Printer	\$0.00	4002	Dell Optiplex 3010	\$0.00	N/A	Dell Latitude D630	\$0.00
2568	Dell Monitor	\$0.00	4004	Dell Latitude E5430	\$0.00	N/A	Dell Latitude E6430	\$0.00
2577	Dell Optiplex 780	\$0.00	4005	Dell Latitude E5430	\$0.00	N/A	Dell Monitor	\$0.00
2588	Cisco Network Appliance	\$0.00	4006	Dell Optiplex 3010	\$0.00	N/A	HP Laserjet 4050	\$0.00
2594	Dell Monitor	\$0.00	4039	HP Laserjet M1536dnf MFP	\$0.00	N/A	HP Network Switch	\$0.00
2595	Dell Optiplex 780	\$0.00	4049	Dell Latitude E5430	\$0.00	N/A	HP Network Switch	\$0.00
2596	Dell Monitor	\$0.00	4056	Dell Optiplex 3010	\$0.00	N/A	HP Network Switch	\$0.00
2614	Dell Monitor	\$0.00	4058	Dell Optiplex 3010	\$0.00	N/A	HP Network Switch	\$0.00
2637	Dell Optiplex 780	\$0.00	4060	Dell Optiplex 3010	\$0.00	N/A	HP Network Switch	\$0.00
2680	Dell Optiplex 780	\$0.00	4062	Vizio TV	\$0.00	N/A	HP Network Switch 3500	\$0.00
2689	HP Network Switch	\$0.00	4100	Dell Optiplex 3010	\$0.00	N/A	KDS Monitor	\$0.00
2700	Dell Latitude E5520	\$0.00	4107	Dell Latitude E5440	\$0.00	N/A	Network Appliance	\$0.00
2701	Dell Latitude E5520	\$0.00	4156	Dell Latitude 3440	\$0.00	N/A	Sharp MX-M453N	\$0.00

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**4.13. Quarterly Report on Williams Uniform Complaints for YCOE Operated Schools Covering the
Months of October, November & December 2018**

Type:

Informational

Description:

Deb Bruns, Director, Curriculum and Instruction will present this item.

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.

Recommended Motion:

For Information.

Attachments:

1. Quarterly Report on Williams Uniform Complaints

Quarterly Report on *Williams* Uniform Complaints

[Education Code § 35186(d)]

District: Yolo County Office of Education

Person completing this form: Deb Bruns Title: Director C & I

Quarterly Report Submission Date:
(check one)

- October 2018
- January 2019
- April 2019
- July 2019

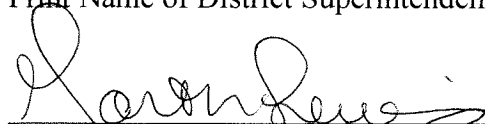
Date for information to be reported publicly at governing board meeting: 1/22/19

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		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
TOTALS	0		

Garth Lewis
Print Name of District Superintendent


Signature of District Superintendent

1-10-19
Date

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4.14. Alternative Education Attendance Reports

Type:

Informational

Description:

Gayelynn Gerhart, Principal, Alternative Education, will present information on the attendance report for Alternative Education

Recommended Motion:

For Information

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4.15. Low-Performing Students Block Grant Plan

Type:

Informational

Quick Summary/Abstract:

Staff will present YCOE's plan for expending the funds from the Low-Performing Student block grant pursuant to Education Code Section 41570(d).

Description:

Micah Studer, Executive Director, Equity and Support Services will present this item.

The Low-Performing Student Block Grant (LPSBG) provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services. Yolo County Office of Education was allocated \$5,928 of LPSBG funds.

As a condition of receiving LPSBG funds, an eligible school district, COE, or charter school is required to:

1. Develop a plan describing how the funds will increase or improve evidence-based services for the pupils identified to accelerate increases in academic achievement, and how the effectiveness of services will be measured.
2. The plan shall include information regarding how the services align with and are described in the school district's local control and accountability plan (LCAP), the county superintendent's LCAP, or the charter school's LCAP.
3. In order to ensure community and stakeholder input, the plan shall be discussed and adopted at a regularly scheduled meeting by the governing board of the school district, county board of education, or governing body of the charter school.

This plan is written in accordance with the reporting requirements due to the California Department of Education prior to March 1st and satisfies requirements (1) and (2). Staff will be present to answer any questions.

Recommended Motion:
Information Item

Attachments:

1. Low Performing Students Block Grant Proposal

LOW PERFORMING SCHOOL BLOCK GRANT


PLANNING TEMPLATE

LEA NAME: Yolo County Office of Education BOARD ADOPTION DATE: TBD

Background

The LPSBG provides funds for local educational agencies (LEAs) serving students identified as low-performing on state English language arts or mathematics assessments, who are not otherwise identified for supplemental grant funding under the Local Control Funding Formula (LCFF), or eligible for special education services.

These funds are designated to address the persistent achievement gap in California's public schools, and to provide resources and evidence-based practices to initiate and sustain authentic systemic change.

Describe how the funds will increase or improve evidence-based services for the pupils identified in [EC Section 41570\(d\)](#)  to accelerate increases in academic achievement.

Yolo County Office of Education will leverage the \$5,928 from the Low Performing Students Block Grant, in addition to other sources of funding, to purchase classroom libraries from the American Reading Company. These libraries consist of books that are leveled according to students' reading level. These books are from a diversity of authors and are culturally relevant to our student population. These libraries will consist of books from multiple genres in both English and Spanish.

Describe how the effectiveness of services will be measured.

Each student will take a Individual Reading Level Assessment to set their baseline reading level. Once the students' reading level is established, they will take the STAR Reading Assessment every 45 days to track and monitor progress.

Describe how the services align with and are described in the school district's local control and accountability plan (LCAP).

These books directly support Goal 2, Action 1 of YCOE's LCAP which states that YCOE will:

"Provide students with a culturally responsive, relevant, curriculum aligned to California Standards (Common Core), with an emphasis on English Language Development, academic vocabulary, and reading proficiency."

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4.16. YCOE Alternative Education LCAP Update

Type:

Informational

Description:

As part of our LCAP public reporting process, this will be the first of a series of quarterly updates to the Board of Education around the activities articulated in the YCOE LCAP. We look forward to refining the quarterly reports as part of our ongoing process. Principal Gerhart and Dr. Studer will be on hand to answer any questions.

Recommended Motion:

This is an information item.

Attachments:

1. LCAP Update January 2019

Goal 1:

Develop and Implement a multi-tiered system of support in collaboration with partner agencies and families that improves student: social-emotional health and overall well-being and successful reintegration to comprehensive or community school settings using pro social behaviors.

Action 1	<ol style="list-style-type: none"> 1. Refer to Communicare for mental health services for youth and to supplement our efforts to engage families in trusting partnerships. Hire .2 FTE YCOE Mental Health Therapist. Develop a program-wide wellness plan in collaboration with staff, partner agencies, and families. 2. Continue to investigate the development of a wellness center on the campus at Chavez in Woodland. 3. Continue contract with Fathers & Families of San Joaquin County to serve youth in the Office of Refugee Resettlement (ORR) program. 4. Continue partnership with Brown Issues/California Endowment to site mentor and related programs at no cost to YCOE. 5. Consider continuing contract with a cognitive behavioral program at the Chavez sites based on analysis of spring pilot.
Comments:	01/05/2019 12:06 PM: (GG)- A .2 FTE Mental Health Therapist is on staff and works Thursdays at CCCS Woodland.

Action 2	<ol style="list-style-type: none"> 1. Provide Inclusive Behavior Instruction. 2. Continue CARE (Compassion, Awareness, Responsibility and Excellence) Academy at Dan Jacobs and plan for implementation across the remaining Alternative Education sites using a YCOE-selected leadership team. 3. Continue professional development in Trauma- informed practices (TIPs) and implementation of TIPs 4. Explore restorative practices professional development e.g., Nurtured Hearts, Sacramento Area Youth Speaks (SAYS)
Comments:	01/05/2019 12:06 PM: (GG)-PBIS is in place at Dan Jacobs and ongoing discussions with the probation staff for full implementation are in place. CCCS Woodland and West Sacramento are implementing the PBIS principles, but not the formal programming. The staff has been trained in-house on Trauma-informed practices as well as three staff attended the TIC training

	provided by YCOE. Restorative practices training is still being scheduled for spring 2019.
Action 3	<ol style="list-style-type: none"> 1. Continue to utilize passenger van to support transportation of youth to and from school and field trips. 2. SOS maintenance costs.
Comments:	01/05/2019 12:06 PM: (GG)-The CCCS Woodland Youth Advocate picks up /takes home students daily. In addition, the van is used for home visits, field trips, and other school-related activities
Action 4	<ol style="list-style-type: none"> 1. Implement the use of the student information system and assessment management system across our program. 2. SERVICES: <ol style="list-style-type: none"> a. Train staff and Implement Analytics software b. AERIES student system 3. Contract with Aeries to support the Student Information System and to monitor student progress toward goals
Comments:	01/05/2019 12:06 PM: (GG)- Staff trained directly with AERIES staff as well as YCOE staff to update Intervention data entry options as well as provide the ILP (Individual Learning Plan) electronically in AERIES.
Action 5	<p>Truancy Reduction and Transition Services, Sample Actions Include:</p> <ul style="list-style-type: none"> ● Home Visits/Family Engagement ● Staff and Family Training ● Coordination of Services with Agency, Business, and Educational partners
Comments:	01/05/2019 12:06 PM: (GG)- The Youth Advocates at both CCCS sites as well as the counselor, administration, and probation make home visits weekly.
Action 6	Provide a 50% probation officer for 180 school days to engage with students and support improved attendance, pro-social behavior, and increased student achievement.
Comments:	01/05/2019 12:06 PM: (GG)-CCCS Woodland has a .5 FTE on campus from 8:15 am - 1:45 pm daily.
Action 7	<ol style="list-style-type: none"> 1. Design, implementation and evaluate program effectiveness: On a regular basis utilize data from multiple sources (ILPs, IEPs, Academic Achievement in ELA/Math, Truancy and Suspension Rates, Walk- through, and Program Implementation checklists) including the core components of Implementation Science. 2. Use the Fidelity Implementation Assessment (FIA) to evaluate the strengths and opportunities for improving services to youth enrolled in our programs and their families

Comments:	01/05/2019 12:06 PM: (GG)- The FIA was completed in October 2018 for a second time and indicated an improvement in services for youth.
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Goal 2:

Engage students and caregivers in a high quality student-centered educational program based on effective youth development principles and state performance standards.

Action 1	<ol style="list-style-type: none"> 1. Provide students with a culturally responsive, relevant, curriculum aligned to California Standards (Common Core), with an emphasis on English Language Development, academic vocabulary, and reading proficiency 2. Continue to contract with the American Reading Company for professional learning in support of English learners accessing core content and advancing in English language proficiency levels 3. Continue to explore math curriculum replacement, provide training and use supplemental materials in the following areas: <ol style="list-style-type: none"> a. Algebra I California Standards (Common Core) b. Critical thinking, reasoning, and problem solving
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Comments:	01/05/2019 12:06 PM: (GG)- The Alternative Education Staff trains with Sandy Holman of the Davis Culture Co-Op on creating and implementing a culturally responsive climate and curriculum. Training was provided before the 2018-19 school year and is scheduled monthly through May 2019. Additional literature is being ordered with lottery funds and the Low Performing Block Grant funds. The ORR teaching staff is receiving ELD support through UC Davis.
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Action 2	Implement the instructional materials to meet the needs non-English speaking students in subject areas such as science and social studies, including the acquisition of additional instructional materials in Spanish for relevant student populations, in particular those in the Office of Refugee Resettlement (ORR) program.
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Comments:	01/05/2019 12:06 PM: (GG)-Literature is being ordered with lottery funds and the Low Performing Block Grant funds. The ORR teaching staff is receiving ELD support through UC Davis.
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Action 3	Annual reviews of sufficient standards-aligned instructional materials, teacher credentials, and facility evaluation to ensure a safe and well- maintained learning environment.
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Comments:	01/05/2019 12:06 PM: (GG)-The Williams Act Walk-Through was completed and the Alternative Education sites were found to be in compliance.
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Action 4	Purchase hardware and software and provide professional development to integrate technology in the instructional program.
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Comments:	01/05/2019 12:06 PM: (GG)-Ten additional Chromebooks are on order to provide additional resources for both staff and students. New classroom
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	presentation equipment is necessary throughout Alternative Education classrooms.
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Goal 3:

Provide an instructional program that prepares students with relevant college and career readiness skills by:

- Assisting students in developing and implementing both short and long term individualized plans focused on: Academic achievement, social/emotional development, and career planning.

Action 1	Use Individualized Learning Plans (ILP) that will provide feedback to student, teachers and parents on the student’s progress in the following areas: <ul style="list-style-type: none"> • credit towards graduation • pro-social adjustment • career & college ready skills • physical education program at DJ
Comments:	01/05/2019 12:06 PM: (GG)- Individual Learning Plans (ILP) are formally in place for 90% Alternative Education students. During January 2019 all students will meet 1:1 with staff to update or initiate their ILP.

Action 2	<ol style="list-style-type: none"> 1. Partner with Yolo Arts to provide arts education programs at DJ and CCCS in the areas of 2D drawing and painting, ceramics, and photography. 2. Implement "A Second Chance through Music" at all sites.
Comments:	01/05/2019 12:06 PM: (GG)-Yolo Arts currently is presenting ceramics, 2D drawing, and Hip-Hop programming.

Action 3	<p>Strategic Planning:</p> <ol style="list-style-type: none"> 1. Provide a full day in August for staff in the Instructional Services department, including College and Career Readiness to create a year-long calendar of professional development activities and collaboration opportunities for instructional and support staff. 2. 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.
Comments:	01/05/2019 12:06 PM: (GG)- Two days of professional development was provided to staff in August 2018. In addition, there is a full-year 2018-19 professional development calendar in place.

Action 4	<p>Yolo County Construction Program:</p> <ol style="list-style-type: none"> 1. Provide students 16-18 years old, who are on probation with a high risk of truancy or other probation violations the opportunity to incentivize
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	attendance at school during core instruction and provide job training skills in the areas of construction and carpentry.
Comments:	01/05/2019 12:06 PM: (GG)-YCCP is fully operational and jointly staffed, supervised and funded between YCOE and Yolo County Probation.

Action 5	<ol style="list-style-type: none"> 1. Continue development of a continuum of Career Technical Education (CTE) and college readiness experiences for youth including soft skills training, personal planning and organization training, field trips to colleges and business sites, Passport to Success event, internship opportunities and the Yolo County Construction Program 2. Select financial literacy curriculum to teach students to avoid debt, budget with intention, invest, and build wealth.
Comments:	01/05/2019 12:06 PM: (GG) We are beginning the discussion regarding a financial literacy curriculum. Field trips and college visits are tentatively scheduled for the second semester.

Goal 4:

Coordinate the instruction of expelled pupils with the districts in the county so that all students can be placed in an appropriate educational setting.

Action 1	<p>Continue to implement the County-wide Expulsion Plan.</p> <p>SERVICES PROVIDED BY:</p> <ul style="list-style-type: none"> ● Principal ● Program Specialist / Counselor ● Assistant Superintendent, Instructional Services
Comments:	01/05/2019 12:06 PM: (GG)-All expelled youth throughout Yolo County are served by YCOE Alternative Education programs.

Action 2	<p>Continue coordination between YCOE staff and district liaisons for all referrals to YCOE's community school and independent study programs. Coordination activities include a well-documented referral process, designated points of contact at each LEA, and integration of special education into the YCOE services offerings, and compliance with all placement change requirements for pupils with IEPs (Individualized Education Plan).</p> <p>SERVICES PROVIDED BY:</p> <ul style="list-style-type: none"> ● Principal ● Program Specialist / Counselor ● Assistant Superintendent, Instructional Services
Comments:	01/05/2019 12:06 PM: (GG)- All expelled youth throughout Yolo County are served by YCOE Alternative Education programs. The administrators and counselor work with the five Yolo County school districts to provide seamless transitions between programs.

Goal 5:

Improve the coordination of services for foster youth (FY) between Yolo County Districts and the Child Welfare Department.

Action 1	Child and Family Team (CFT), for all foster youth. County and District Liaisons, Social Workers and Counselors will work with Child Welfare Social Workers, Probation Officers, Court Appointed Special Advocate (CASA) Volunteers and/or Educational Rights Holders to assess each student when entering foster care regarding: grades, attendance, Grade Point Average (GPA), test scores, credits and social/emotional health to create a baseline and create a unique service plan.
Comments:	01/10/2019 1:20 PM: (MEC)-1 FTE Foster Youth Program Specialist was hired. Position will assist/support community partners in all CFT's for foster youth attending Yolo County schools. Current CFT's being held for alternative education foster youth who are referred to Tier 3 supports (MTSS)
Action 2	Middle and High School Counselors will collaborate to assure that all incoming 8th graders will have a college preparatory high school completion plan. This plan will be tracked 3x per yr. by School Counselors with assistance from the district liaisons.
Comments:	01/10/2019 1:20 PM: (MEC)- N/A; For 9th grade and above, all youth meet with an academic counselor and teacher to complete the initial Individualized Learning Plan (ILP). ILP is completed 2x per year at grading periods with the goal of creating a treatment plan and tracking progress.
Action 3	Part of the Child and Family Team (CFT) process is to orchestrate a tracking system for attendance. District Liaisons will query attendance for foster youth beginning with the second week of school, and continue at regular intervals throughout the school year. Notifications of attendance will be made to foster parents and Child Welfare Social Workers, as well as the Child and Family Team group monitoring students.
Comments:	01/10/2019 1:20 PM: (MEC)- Aeries attendance queries are made daily, weekly, and monthly with information being staffed weekly to inform CFT team. Need: Information to be automatically communicated to Child Welfare Services
Action 4	All Foster Youth when entering care will be identified and assessed for social/emotional needs by the Child and Family Team partners. Social/emotional services may include but are not limited to: 2nd Step Curriculum Lessons or Groups, BEST/PBIS services, counseling, therapy, and referrals to community – based services.
Comments:	01/10/2019 1:20 PM: (MEC)- Screening for services is completed through the ILP process with the appropriate referrals being made. Plan to administer the Child and Adolescent Needs and Strengths (CANS) Tool to better identify the needs of foster youth and care providers.

Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center

4.17. YCOE Alternative Education Dashboard Presentation

Type:

Informational

Description:

With the release of the Dashboard Alternative School Status (DASS) dashboard, YCOE staff will present the data from the Winter 2018 release of our dashboard data for Alternative Education sites. Principal Gerhart will present with Dr. Studer.

Background on the DASS dashboard is below, courtesy of the California Department of education:

In 2013, California's accountability system significantly changed with the adoption of the Local Control Funding Formula (LCFF). This new accountability system, the California School Dashboard (Dashboard), contains state indicators and standards to help identify a school's strengths, weaknesses, and areas in need of improvement. Because these state indicators and standards were developed for traditional (non-alternative) schools, the State Board of Education (SBE) and stakeholders raised concerns that the state indicators and standards did not fairly evaluate the success or progress of alternative schools that serve high-risk students.

California Education Code (EC) Section 52052(d) requires: The Superintendent, with the approval of the State Board of Education, shall develop an alternative accountability system for schools under the jurisdiction of a county board of education or a county superintendent of schools, community day schools, . . . and alternative schools serving high-risk pupils, including continuation high schools and opportunity schools . . .

As a result, the SBE directed the California Department of Education (CDE) to explore the development of modified methods, where appropriate, for alternative schools.

The Dashboard Alternative School Status (DASS) program replaces the previously administered Alternative Schools Accountability Model (ASAM) and holds alternative schools and alternative schools of choice accountable for modified methods of measurement for accountability indicators, when appropriate.

Recommended Motion:

This is an information item.

Attachments:

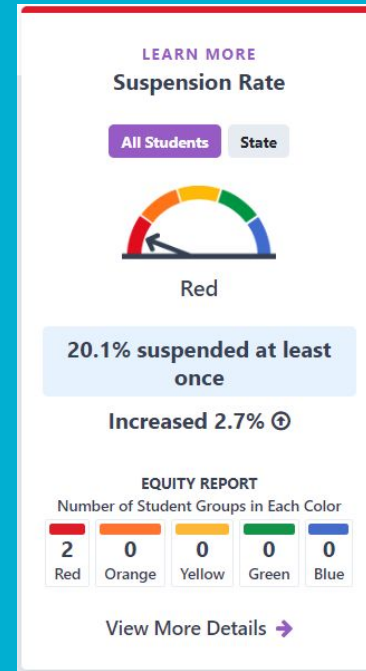
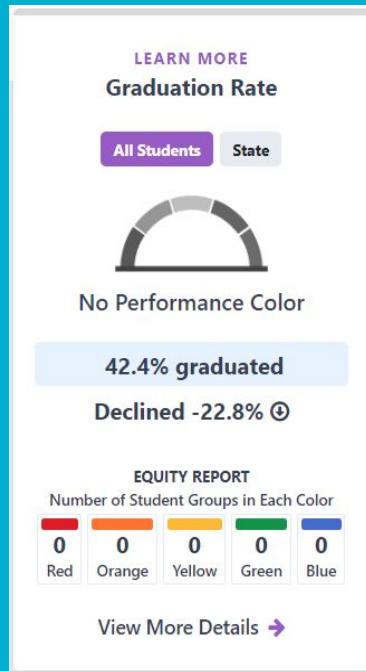
1. Presentation Slides: AltEd Dashboard Presentation

Alternative Education

Fall 2018

Dashboard Presentation

Cesar Chavez Community School



Chavez 5x5

Student Group Report for 2018						
Student Group	Chronic Absenteeism	Suspension Rate	Graduation Rate	College/Career	English Language Arts	Mathematics
All Students	None	Red	None	None	None	None
English Learners	None	None	None	None	None	None
Foster Youth	None	None	None	None	None	None
Homeless	None	None	None	None	None	None
Socioeconomically Disadvantaged	None	Red	None	None	None	None
Students with Disabilities	None	None	None	None	None	None
African American	None	None	None	None	None	None
American Indian or Alaska Native	None	None	None	None	None	None
Asian	None	None	None	None	None	None
Filipino	None	None	None	None	None	None
Hispanic	None	Red	None	None	None	None
Native Hawaiian or Pacific Islander	None	None	None	None	None	None
White	None	None	None	None	None	None
Two or More Races	None	None	None	None	None	None

Suspension Rate

Actual number of Youth suspended

CCCS Woodland:

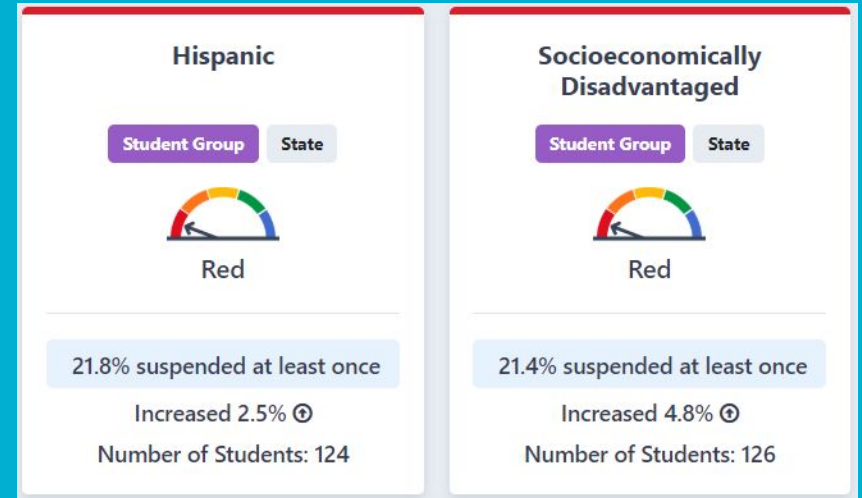
Fall 2017 23 youth

Fall 2018 13 youth

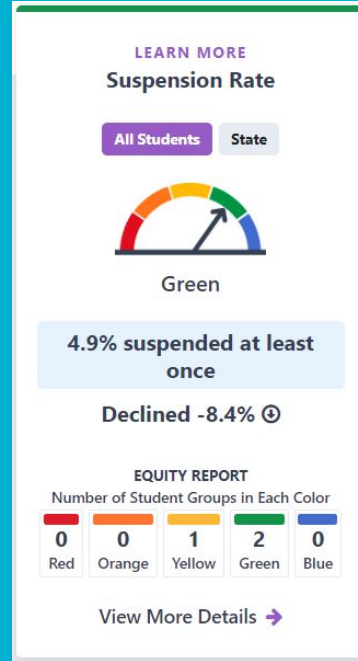
CCCS West Sacramento:

Fall 2017 5 youth

Fall 2018 0 youth



Dan Jacobs



Dan Jacobs 5x5

Student Group Report for 2018						
Student Group	Chronic Absenteeism	Suspension Rate	Graduation Rate	College/Career	English Language Arts	Mathematics
All Students	None	Green	None	None	None	None
English Learners	None	Yellow	None	None	None	None
Foster Youth	None	None	None	None	None	None
Homeless	None	None	None	None	None	None
Socioeconomically Disadvantaged	None	Green	None	None	None	None
Students with Disabilities	None	None	None	None	None	None
African American	None	None	None	None	None	None
American Indian or Alaska Native	None	None	None	None	None	None
Asian	None	None	None	None	None	None
Filipino	None	None	None	None	None	None
Hispanic	None	Green	None	None	None	None
Native Hawaiian or Pacific Islander	None	None	None	None	None	None
White	None	None	None	None	None	None
Two or More Races	None	None	None	None	None	None

Yolo County Career Academy

- YCCA does not have any day for the the 2017-18 school year.
- YCCA will have data for the 2018-19 school year.

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.18. School Accountability Report Cards (SARCs)

Type:

Informational

Quick Summary/Abstract:

Staff will be presenting the annual School Accountability Report Cards (SARCs) pursuant to Education Code 35256(c).

Description:

Micah Studer, Executive Director, Equity and Support Services will be presenting draft versions of the School Accountability Report Cards (SARCs). It is staff's intention to bring the SARCs in their final form at the next Board of Education meeting in February. For the final document, we will be adding items pertinent to part (d) which include fiscal and class average reporting. This is in accordance with Education Code 35256(c) which states:

The governing board of each school district maintaining an elementary or secondary school shall develop and cause to be implemented for each school in the school district a School Accountability Report Card:

(c) The governing board of each school district annually shall issue a School Accountability Report Card for each school in the school district, publicize those reports, and notify parents or guardians of pupils that a hard copy will be provided upon request.

Recommended Motion:

Information item only.

Attachments:

1. Cesar Chavez SARC (DRAFT)
2. Dan Jacobs SARC (DRAFT)
3. YCOE Special Education SARC (DRAFT)
4. Yolo County Career Academy SARC (DRAFT)

Cesar Chavez Community

School Accountability Report Card Reported Using Data from the 2017—18 School Year California Department of Education

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.



Gayelynn Gerhart, Principal

Principal, Cesar Chavez Community

About Our School

The Cesar Chavez Community School is an accredited, public high school with campuses located in Woodland and West Sacramento. Most of our students have experienced greater challenges in acquiring their education than the average student. CCCS is founded on methodologies, programs, and settings to build and strengthen relationships and trust with high expectations. We have a highly trained staff who reach beyond normal expectations and experience to develop relationships with students who are challenging to engage or reach. Many of our students have only felt fear and a lack of trust towards adults and systems. The dedication and commitment of the CCCS staff to students and families is evident in not only what they do but in who they are as a team and as individuals. CCCS has a family-like atmosphere and we place the needs of our students as our highest priority. We have made significant progress, and yet, recognize there is always still much work to do to prepare our students for life post-graduation.

Contact

Cesar Chavez Community
255 West Beamer St.
Woodland, CA 95695-2510

Phone: 530-668-3090
E-mail: gayelynn.gerhart@vcoe.org

About This School

Contact Information (School Year 2018—19)

District Contact Information (School Year 2018—19)	
District Name	Yolo County Office of Education
Phone Number	(530) 668-6700
Superintendent	Garth Lewis
E-mail Address	garth.lewis@ycoe.org
Web Site	http://www.ycoe.org

School Contact Information (School Year 2018—19)	
School Name	Cesar Chavez Community
Street	255 West Beamer St.
City, State, Zip	Woodland, Ca, 95695-2510
Phone Number	530-668-3090
Principal	Gayelynn Gerhart, Principal
E-mail Address	gayelynn.gerhart@ycoe.org
Web Site	http://www.ycoe.org
County-District-School (CDS) Code	57105790113787

Last updated: 1/13/2019

School Description and Mission Statement (School Year 2018—19)

Cesar Chavez Community School is a WASC accredited high school. Cesar Chavez Community School's primary campus is located in Woodland, California. A satellite classroom is located in West Sacramento, California adjacent to the Washington Unified School District Offices. Students are referred to the program from representatives of the five Yolo County school districts. Students are referred to the program for: truancy, behavior intervention, expulsion, probation, school anxiety and credit deficiency. The program serves students in grades 7-12; although students in grades 7 and 8 are exclusively served through an independent studies program. Students in grades 9-12 have two program options: Independent Studies and Day School. In addition to the administration, office staff, teachers and para-educators, a Probation Officer, Youth Advocate, Counselor and Mental Health Therapist are on campus to provide immediate interventions and supports to youth.

Vision

Cesar Chavez Community school is a community-driven center that provides the highest quality education, promoting success for all students in a setting where students, parents, and staff share responsibility for learning, mutual respect and safety.

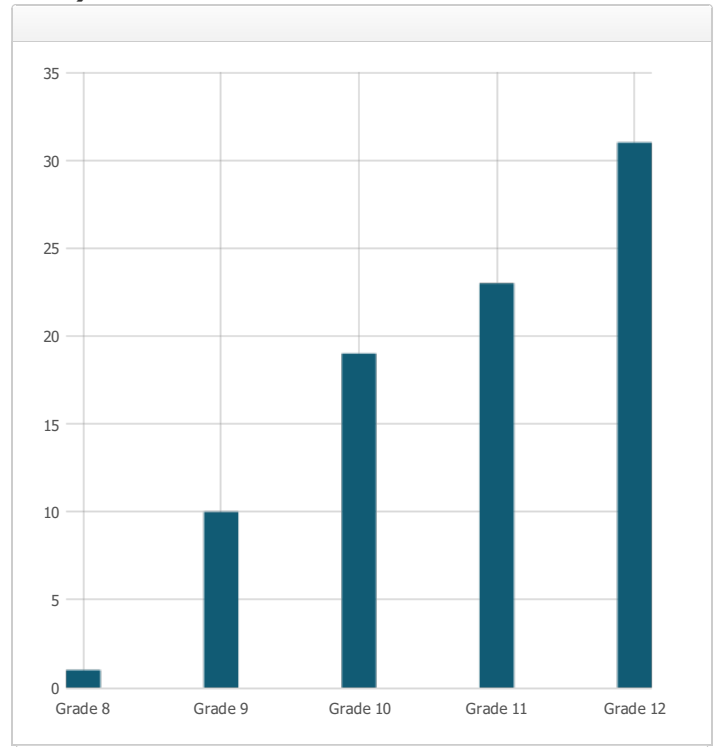
Mission

Provide an educational environment that fosters success and empowers students by providing them the tools to conquer personal challenges, realize their potential, build self-confidence, set and attain goals and become productive members of the community.

Last updated: 1/13/2019

Student Enrollment by Grade Level (School Year 2017–18)

Grade Level	Number of Students
Grade 8	1
Grade 9	10
Grade 10	19
Grade 11	23
Grade 12	31
Total Enrollment	84



Last updated: 1/11/2019

Student Enrollment by Student Group (School Year 2017–18)

Student Group	Percent of Total Enrollment
Black or African American	1.2 %
American Indian or Alaska Native	%
Asian	%
Filipino	%
Hispanic or Latino	89.3 %
Native Hawaiian or Pacific Islander	%
White	8.3 %
Two or More Races	1.2 %
Other	0.0 %
Student Group (Other)	Percent of Total Enrollment
Socioeconomically Disadvantaged	76.2 %
English Learners	19.0 %
Students with Disabilities	10.7 %
Foster Youth	3.6 %

A. Conditions of Learning

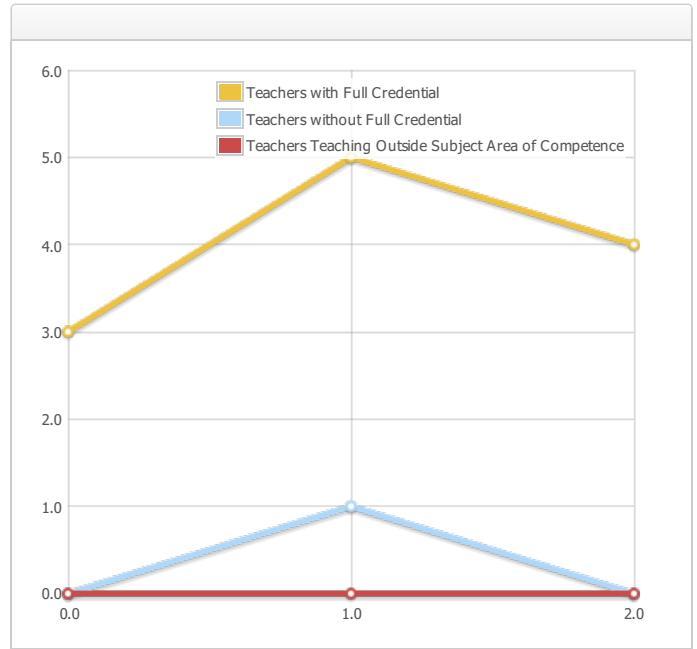
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential	3	5	4	
Without Full Credential	0	1	0	
Teachers Teaching Outside Subject Area of Competence (with full credential)	0	0	0	



Last updated: 1/13/2019

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners			
Total Teacher Misassignments*			
Vacant Teacher Positions			



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 1/13/2019

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2018—19)

Year and month in which the data were collected: January 2019

Subject	Textbooks and Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Reading/Language Arts 1) Globe Fearon, "World of Vocabulary" series 2) A California Reading/Writing Review 3) Glencoe/McGraw-Hill, Impact Short Stories (and other readers) 4) Global Fearon, English Skills Practice 5) Pearson-Prentice Hall, Timeless Voices, Timeless Themes 6) Edge ELD Level A, B, C	Yes	0.0 %
Mathematics	1) McDougal Littell-Houghton Mifflin Co., Pre-Algebra 2) Holt, Rinehart & Winston, Holt California Mathematics, Algebra Readiness 3) Glencoe/McGraw Hill, Pre-Algebra 4) American Book Company, California Math Review 5) Key Curriculum Press, "Key to" series (algebra, percentages etc.) 6) Number Power Series 7) Pearson, Mathematics for Carpentry 8) Globe Fearon, Mathematics 9) McDougal Littell-Houghton Mifflin Co, Algebra 1 10) McDougal Littell-Houghton Mifflin Co, Geometry	Yes	0.0 %
Science	Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) Pearson, Earth Science, California Edition 2) Glencoe McGraw Hill, Glencoe biology	Yes	0.0 %
History-Social Science	History-Social Science History/Social Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) McDougal Littell, The Americans 2) McDougal Littell, Modern World History 3) Pearson/Prentice Hall, "History Case Studies" series 4) Teachers' Curriculum Institute, History Alive 5) Glencoe McGraw Hill, World History Modern Times 6) Prentice Hall, Magruder's American Government 7) AGS, Economics 8) AGS, United States Government	Yes	0.0 %
Foreign Language	Odysseyware online program was purchased in 2013 and is available for foreign language courses.	Yes	0.0 %
Health	Odysseyware online program was purchased in 2013 and is available for health courses.	Yes	0.0 %
Visual and Performing Arts	Odysseyware online program was purchased in 2013 and is available for visual and performing arts courses.	Yes	0.0 %
Science Lab Eqpmt (Grades 9-12)	N/A	N/A	0.0 %

Note: Cells with N/A values do not require data.

Last updated: 1/13/2019

School Facility Conditions and Planned Improvements

Cesar Chavez Community School (CCCS) is located at two campuses.

Woodland: The campus at 255 West Beamer Street, Woodland CA 95695, is large and offers students opportunities for time outside for physical activities. CCCS is composed of four classrooms, an art lab, and covered eating area for lunch and assembly. Repairs and maintenance are conducted by Yolo County Office of Education's Support Operations Services Department.

West Sacramento: The other campus at 930 Westacre Road, West Sacramento CA 95605 is composed of one classroom and a computer lab and has sufficient space outside for physical activities. This facility is owned and maintained by Washington Unified School District (WUSD) in West Sacramento. The Facility Inspection Tool has been forwarded to WUSD Maintenance, Operations, and Transportation Department who conducts repairs and maintenance for the district.

Last updated: 1/13/2019

School Facility Good Repair Status

Year and month of the most recent FIT report: January 2019

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good	
Interior: Interior Surfaces	Good	
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	
Electrical: Electrical	Good	
Restrooms/Fountains: Restrooms, Sinks/Fountains		
Safety: Fire Safety, Hazardous Materials	Good	
Structural: Structural Damage, Roofs	Good	
External: Playground/School Grounds, Windows/Doors/Gates/Fences	Good	

Overall Facility Rate

Year and month of the most recent FIT report: January 2019

Overall Rating	Good
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Last updated: 1/13/2019

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)	0.0%	5.0%	20.0%	36.0%	48.0%	50.0%
Mathematics (grades 3-8 and 11)	0.0%	0.0%	22.0%	34.0%	37.0%	38.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 1/11/2019

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017–18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	39	20	51.28%	5.00%
Male	23	--	39.13%	
Female	16	11	68.75%	9.09%
Black or African American	--	--	--	
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino	30	16	53.33%	6.25%
Native Hawaiian or Pacific Islander				
White	--	--	--	
Two or More Races				
Socioeconomically Disadvantaged	26	13	50.00%	7.69%
English Learners	--	--	--	
Students with Disabilities	--	--	--	
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	39	15	38.46%	
Male	23	--	21.74%	
Female	16	--	62.50%	
Black or African American	--	--	--	
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino	30	11	36.67%	
Native Hawaiian or Pacific Islander				
White	--	--	--	
Two or More Races				
Socioeconomically Disadvantaged	26	11	42.31%	
English Learners	--	--	--	
Students with Disabilities	--	--	--	
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3--Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Science for All Students Grades Five, Eight and High School Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
Science (grades 5, 8, and high school)	N/A	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2016–17 and 2017–18 data are not available. The CDE is developing a new science assessment based on the Next Generation Science Standards for California Public Schools (CA NGSS). The new California Science Test (CAST) was pilot-tested in spring 2017 and field-tested in spring 2018. The CAST will be administered operationally during the 2018–19 school year. The CAA for Science was pilot-tested for two years (i.e., 2016–17 and 2017–18) and the CAA for Science will be field-tested in 2018–19.

Note: Science test results include the CAST and the CAA for Science. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA for Science divided by the total number of students who participated on both assessments.

Last updated: 1/11/2019

Career Technical Education (CTE) Programs (School Year 2017—18)

The Yolo County Office of Education College and Career Readiness Department collaborates with Cesar Chavez Community School to provide supports in the following areas:

- Provide work based learning opportunities tailored for individual needs of students to include career exploration, job search, resume writing, and interviewing skills
 - Coordinate field trips to postsecondary institutions to include a presentation from the admissions, financial aid, and counseling departments
- Develop enrichment activities and opportunities for students including industry led courses and workshops during school breaks and career technical education specific community college summer camps.

Last updated: 1/11/2019

Career Technical Education (CTE) Participation (School Year 2017—18)

Measure	CTE Program Participation
Number of Pupils Participating in CTE	
Percent of Pupils Completing a CTE Program and Earning a High School Diploma	--
Percent of CTE Courses Sequenced or Articulated Between the School and Institutions of Postsecondary Education	--

Last updated: 1/11/2019

Courses for University of California (UC) and/or California State University (CSU) Admission

UC/CSU Course Measure	Percent
2017—18 Pupils Enrolled in Courses Required for UC/CSU Admission	0.0%
2016—17 Graduates Who Completed All Courses Required for UC/CSU Admission	0.0%

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

California Physical Fitness Test Results (School Year 2017—18)

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
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Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Last updated: 1/11/2019

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Building relationships among the student, parent/guardian, and staff are of utmost importance at Cesar Chavez Community School (CCCS). Parents and students must attend a personal orientation meeting with the CCCS counselor prior to enrollment so that they have an opportunity to meet all of the staff members, ask questions about the school and understand the expectations of the students. All parents and students meet together at the beginning of each school year to review any changes in the program and to meet each of the teachers and support staff members. At that time, parents are invited to volunteer on campus, so that they can have a close relationship with the school staff. There is an opportunity for parents to become members of the School Site Council as well. Parents are invited to meet with their student's faculty advisor and administrative staff during the school year. Families are invited to attend our Fall Back to School Night and Community Dinner. In addition, will host a Spring Open House, Student Art Show, and Community Dinner. Progress reports are mailed home to students every six weeks so that parents are informed about their students' progress. Parents also participate in student barbecues and celebrations. Two parent stakeholder meetings are planned for the Spring to gather input regarding what they feel is working well and any suggestions they have for improvement.

State Priority: Pupil Engagement

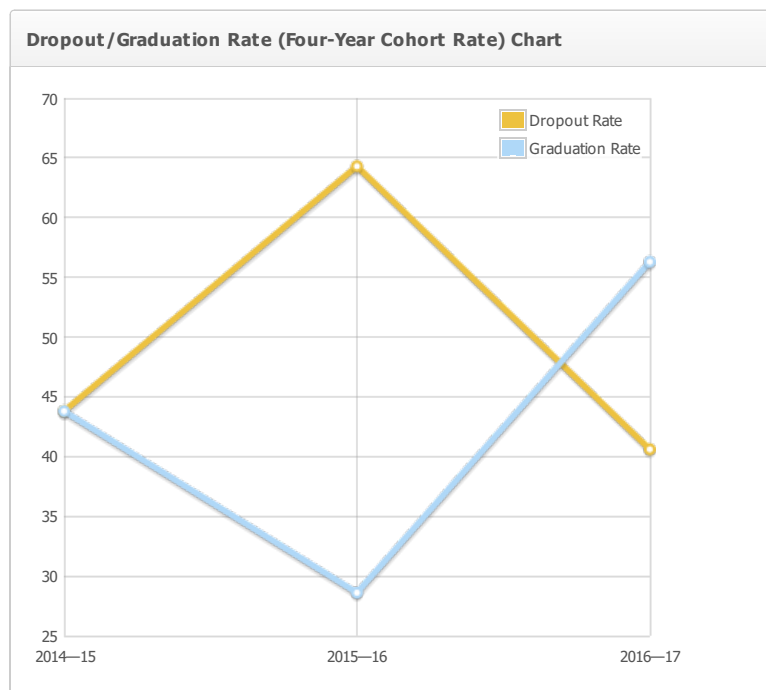
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	43.8%	64.3%	74.2%	77.9%	10.7%	9.7%
Graduation Rate	43.8%	28.6%	10.6%	5.2%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	40.6%	80.2%	9.1%
Graduation Rate	56.3%	17.8%	82.7%



For the formula to calculate the 2016–17 adjusted cohort graduation rate, see the 2017–18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Last updated: 1/11/2019

Completion of High School Graduation Requirements - Graduating Class of 2017 (One-Year Rate)

Student Group	School	District	State
All Students	90.5%	57.1%	88.7%
Black or African American	0.0%	0.0%	82.2%
American Indian or Alaska Native	0.0%	0.0%	82.8%
Asian	0.0%	0.0%	94.9%
Filipino	0.0%	0.0%	93.5%
Hispanic or Latino	93.8%	61.5%	86.5%
Native Hawaiian or Pacific Islander	0.0%	0.0%	88.6%
White	100.0%	75.0%	92.1%
Two or More Races	0.0%	0.0%	91.2%
Socioeconomically Disadvantaged	100.0%	65.4%	88.6%
English Learners	50.0%	12.5%	56.7%
Students with Disabilities	0.0%	0.0%	67.1%
Foster Youth	100.0%	50.0%	74.1%

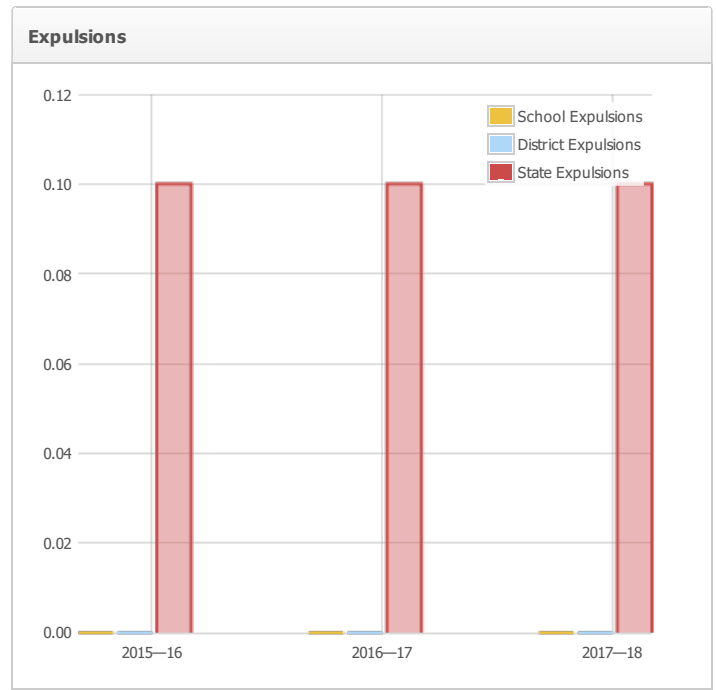
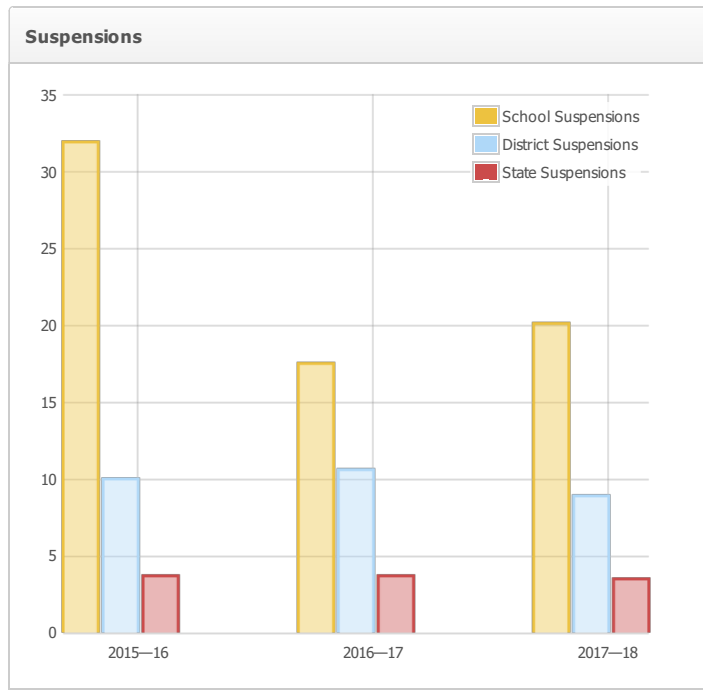
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	31.9%	17.5%	20.1%	10.0%	10.6%	8.9%	3.7%	3.7%	3.5%
Expulsions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.1%



Last updated: 1/11/2019

School Safety Plan (School Year 2018—19)

Safety Plan manuals were revised and updated during the 2017-18 school year. They were developed with staff input and are accessible in each classroom and office. The manuals contain information on emergency procedures, hostage situations, natural disasters, acts of violence, and health and safety issues.

Last updated: 1/11/2019

**School Accountability Report Card
Reported Using Data from the 2017—18 School Year
California Department of Education**

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.


DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

Gayelynn Gerhart, Principal

 Principal, Dan Jacobs

About Our School

Welcome to Dan Jacobs School (DJS). DJS receives students referred from the Office of Refugee Resettlement and Yolo County probation. The purpose of juvenile court schools is to provide mandated, compulsory public education services for juvenile offenders who are under the protection or authority of the county juvenile justice system and are incarcerated in juvenile halls. Dan Jacobs is operated by Yolo County Office of Education.

Dan Jacobs School provides quality learning opportunities for students to complete a course of study leading to a high school diploma or GED. DJ offers 240 minutes of core academic curriculum daily. Students are required to take all state and local educational assessments.

Upon release, or after the court terminates jurisdiction, students are required to continue their public education. DJ students are provided planning and transition services critical to a successful transfer back to a public school.

During the time spent at Dan Jacobs School, we will offer an opportunity for credit recovery for students deficient in credit for graduation, counseling for behavior and social awareness, and additional supports and activities to promote wellness and positive community involvement. Students also have the opportunity to earn a high school diploma from DJS. The administration and staff are eager to form a strong partnership with each and every student, to support a successful transition to the next chapter of his/her educational plan. With this in mind, we meet individually with students to set goals, create an individual plan for learning.

Principal's Comment

Welcome to Dan Jacobs School (DJS). DJS receives students referred from the Office of Refugee Resettlement and Yolo County probation. The purpose of juvenile court schools is to provide mandated, compulsory public education services for juvenile offenders who are under the protection or authority of the county juvenile justice system and are incarcerated in juvenile halls. Dan Jacobs is operated by Yolo County Office of Education.

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During the time spent at Dan Jacobs Sc

Contact

Dan Jacobs
2880 East Gibson Rd.
Woodland, CA 95776

Phone: 530-668-3091
E-mail: gavelynn.gerhart@vcoe.org

About This School

Contact Information (School Year 2018—19)

District Contact Information (School Year 2018—19)	
District Name	Yolo County Office of Education
Phone Number	(530) 668-6700
Superintendent	Garth Lewis
E-mail Address	garth.lewis@ycoe.org
Web Site	http://www.ycoe.org

School Contact Information (School Year 2018—19)	
School Name	Dan Jacobs
Street	2880 East Gibson Rd.
City, State, Zip	Woodland, Ca, 95776
Phone Number	530-668-3091
Principal	Gayelynn Gerhart, Principal
E-mail Address	gayelynn.gerhart@ycoe.org
Web Site	http://www.ycoe.org
County-District-School (CDS) Code	57105795730106

Last updated: 1/11/2019

School Description and Mission Statement (School Year 2018—19)

Dan Jacobs School receives students referred from the Office of Refugee Resettlement and Yolo County probation. The purpose of juvenile court schools is to provide mandated, compulsory public education services for juvenile offenders who are under the protection or authority of the county juvenile justice system and are incarcerated in juvenile halls. Dan Jacobs is operated by Yolo County Office of Education. Dan Jacobs School provides quality learning opportunities for students to complete a course of study leading to a high school diploma or GED. DJ offers 240 minutes of core academic curriculum daily. Students are required to take all state and local educational assessments.

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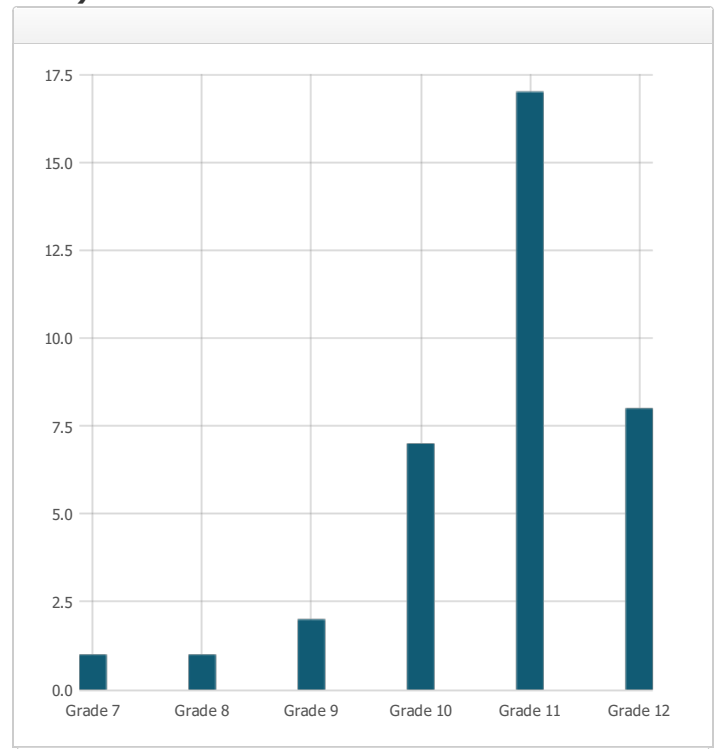
Mission Statement:

Empower students through education by providing them the tools to conquer personal challenges, realize their potential, set and attain goals, and become positive members of their community. The mission of Yolo County Alternative Education will be to provide a safe and engaging learning environment and help develop productive members of our community. Our students will develop strong positive relationships with peers and staff. The students will leave prepared for college and a successful career. Students will demonstrate effective skills using reading, writing and verbal skills to express and receive information.

Last updated: 1/11/2019

Student Enrollment by Grade Level (School Year 2017–18)

Grade Level	Number of Students
Grade 7	1
Grade 8	1
Grade 9	2
Grade 10	7
Grade 11	17
Grade 12	8
Total Enrollment	36



Last updated: 1/11/2019

Student Enrollment by Student Group (School Year 2017–18)

Student Group	Percent of Total Enrollment
Black or African American	2.9 %
American Indian or Alaska Native	0.0 %
Asian	0.0 %
Filipino	0.0 %
Hispanic or Latino	88.6 %
Native Hawaiian or Pacific Islander	2.9 %
White	5.7 %
Two or More Races	0.0 %
Other	-0.1 %
Student Group (Other)	Percent of Total Enrollment
Socioeconomically Disadvantaged	100.0 %
English Learners	40.0 %
Students with Disabilities	5.7 %
Foster Youth	5.7 %

A. Conditions of Learning

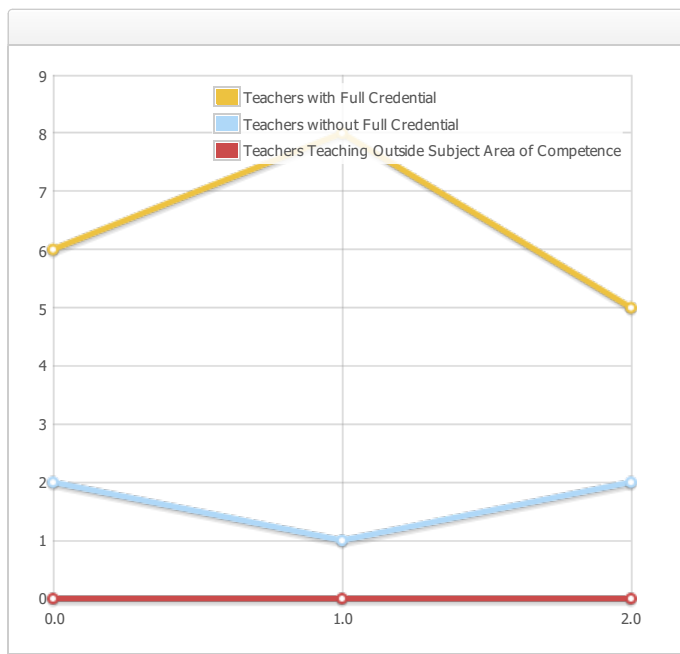
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

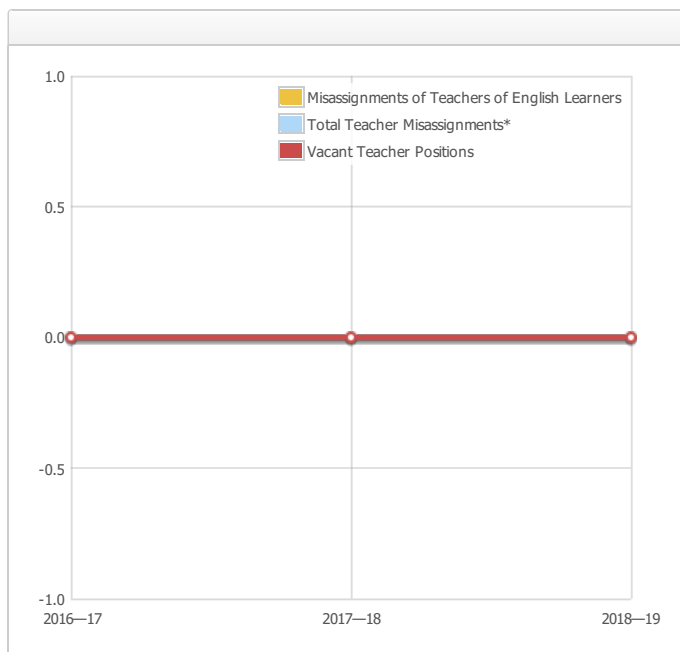
Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential	6	8	5	
Without Full Credential	2	1	2	
Teachers Teaching Outside Subject Area of Competence (with full credential)	0	0	0	



Last updated: 1/11/2019

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	0	0	0



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 1/11/2019

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2018—19)

Year and month in which the data were collected:

Subject	Textbooks and Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Reading/Language Arts 1) Globe Fearon, "World of Vocabulary" series 2) A California Reading/Writing Review 3) Glencoe/McGraw-Hill, Impact Short Stories (and other readers) 4) Global Fearon, English Skills Practice 5) Pearson-Prentice Hall, Timeless Voices, Timeless Themes 6) Edge ELD Level A, B, C		0.0 %
Mathematics	1) McDougal Littell-Houghton Mifflin Co., Pre-Algebra 2) Holt, Rinehart & Winston, Holt California Mathematics, Algebra Readiness 3) Glencoe/McGraw Hill, Pre-Algebra 4) American Book Company, California Math Review 5) Key Curriculum Press, "Key to" series (algebra, percentages etc.) 6) Number Power Series 7) Pearson, Mathematics for Carpentry 8) Globe Fearon, Mathematics 9) McDougal Littell-Houghton Mifflin Co, Algebra 1 10) McDougal Littell-Houghton Mifflin Co, Geometry		0.0 %
Science	Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) Pearson, Earth Science, California Edition 2) Glencoe McGraw Hill, Glencoe biology		0.0 %
History-Social Science	History-Social Science History/Social Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) McDougal Littell, The Americans 2) McDougal Littell, Modern World History 3) Pearson/Prentice Hall, "History Case Studies" series 4) Teachers' Curriculum Institute, History Alive 5) Glencoe McGraw Hill, World History Modern Times 6) Prentice Hall, Magruder's American Government 7) AGS, Economics 8) AGS, United States Government		0.0 %
Foreign Language	Odysseyware online program was purchased in 2013 and is available for foreign language courses.		0.0 %
Health	Odysseyware online program was purchased in 2013 and is available for health courses.		0.0 %
Visual and Performing Arts	Odysseyware online program was purchased in 2013 and is available for visual and performing arts courses.		0.0 %
Science Lab Eqpmt (Grades 9-12)	N/A	N/A	0.0 %

Note: Cells with N/A values do not require data.

Last updated: 1/11/2019

School Facility Conditions and Planned Improvements

Dan Jacobs School is located within the Yolo County Juvenile Hall, a facility that first became occupied in August of 2005. Building maintenance issues, including the classroom spaces as well as all of the built in cabinetry, are handled by Yolo County maintenance staff. There is an outside small field and paved baseball court area as well as a gymnasium that is also maintained by Yolo County. Yolo County Office of Education Support Operations Services is not responsible for maintenance for the facility.

Last updated: 1/11/2019

School Facility Good Repair Status

Year and month of the most recent FIT report: January 2019

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good	None
Interior: Interior Surfaces	Good	None
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	None
Electrical: Electrical	Good	None
Restrooms/Fountains: Restrooms, Sinks/Fountains	Good	None
Safety: Fire Safety, Hazardous Materials	Good	None
Structural: Structural Damage, Roofs	Good	None
External: Playground/School Grounds, Windows/Doors/Gates/Fences	Good	None

Overall Facility Rate

Year and month of the most recent FIT report: January 2019

Overall Rating	Good
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Last updated: 1/11/2019

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)	0.0%	0.0%	20.0%	36.0%	48.0%	50.0%
Mathematics (grades 3-8 and 11)	0.0%	0.0%	22.0%	34.0%	37.0%	38.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 1/11/2019

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	13	13		
Male	13	13		
Female				
Black or African American				
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino	12	12		
Native Hawaiian or Pacific Islander				
White				
Two or More Races				
Socioeconomically Disadvantaged	13	13		
English Learners	--	--	--	
Students with Disabilities				
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	13	13		
Male	13	13		
Female				
Black or African American				
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino	12	12		
Native Hawaiian or Pacific Islander				
White				
Two or More Races				
Socioeconomically Disadvantaged	13	13		
English Learners	--	--	--	
Students with Disabilities				
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Science for All Students Grades Five, Eight and High School Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016–17	School 2017–18	District 2016–17	District 2017–18	State 2016–17	State 2017–18
Science (grades 5, 8, and high school)	N/A	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2016–17 and 2017–18 data are not available. The CDE is developing a new science assessment based on the Next Generation Science Standards for California Public Schools (CA NGSS). The new California Science Test (CAST) was pilot-tested in spring 2017 and field-tested in spring 2018. The CAST will be administered operationally during the 2018–19 school year. The CAA for Science was pilot-tested for two years (i.e., 2016–17 and 2017–18) and the CAA for Science will be field-tested in 2018–19.

Note: Science test results include the CAST and the CAA for Science. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA for Science divided by the total number of students who participated on both assessments.

Last updated: 1/11/2019

Career Technical Education (CTE) Programs (School Year 2017–18)

The Yolo County Office of Education College and Career Readiness Department collaborates with Dan Jacobs to provide support in:

- work based learning opportunities tailored for individual needs of students to include career exploration, job search, resume writing, and interviewing skills
- Develop enrichment activities and opportunities for student including industry led courses and workshops.

Develop enrichment activities and opportunities for students including industry led courses and workshops during school breaks and career technical education specific community college summer camps.

Last updated: 1/11/2019

Career Technical Education (CTE) Participation (School Year 2017–18)

Measure	CTE Program Participation
Number of Pupils Participating in CTE	0
Percent of Pupils Completing a CTE Program and Earning a High School Diploma	0.0%
Percent of CTE Courses Sequenced or Articulated Between the School and Institutions of Postsecondary Education	0.0%

Last updated: 1/11/2019

Courses for University of California (UC) and/or California State University (CSU) Admission

UC/CSU Course Measure	Percent
2017–18 Pupils Enrolled in Courses Required for UC/CSU Admission	0.0%
2016–17 Graduates Who Completed All Courses Required for UC/CSU Admission	0.0%

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

California Physical Fitness Test Results (School Year 2017—18)

Insufficient information to display.

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
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Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Last updated: 1/11/2019

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Due to the safety and security of the facility and the confidentiality of the youth within the Juvenile Detention facility, parental involvement is very limited, however, they are invited to encourage their students to use their school time to their advantage while they attend Dan Jacobs School. Parents have contact with students by phone or may visit on Probation approved visiting days. Parents do have direct involvement in IEP meetings that are scheduled within the facility. In addition, District English Language Advisory Committee meetings are held with the Assistant Superintendent of Instructional Service at the Yolo County Juvenile Center and scheduled throughout the year.

State Priority: Pupil Engagement

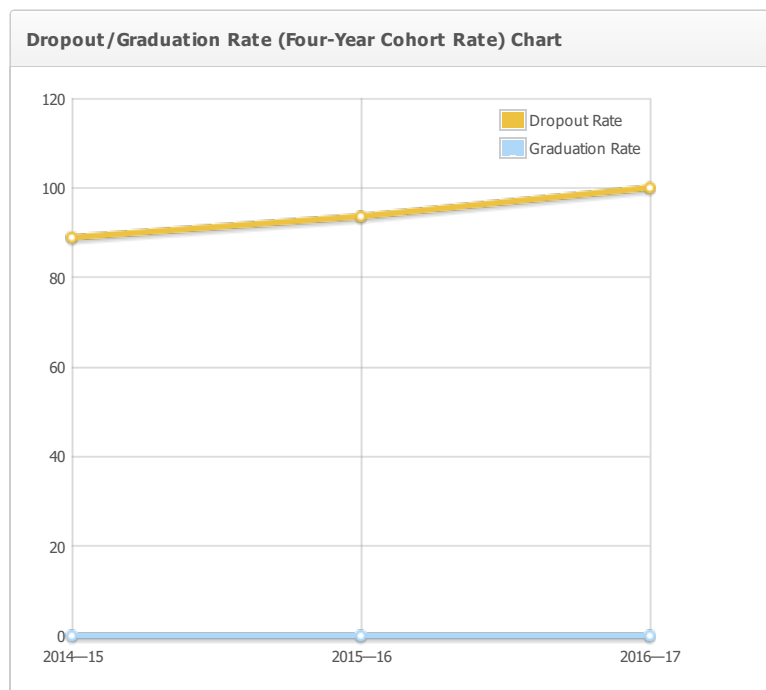
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	88.9%	93.6%	74.2%	77.9%	10.7%	9.7%
Graduation Rate	0.0%	0.0%	10.6%	5.2%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	100.0%	80.2%	9.1%
Graduation Rate	0.0%	17.8%	82.7%



For the formula to calculate the 2016–17 adjusted cohort graduation rate, see the 2017–18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Last updated: 1/11/2019

Completion of High School Graduation Requirements - Graduating Class of 2017 (One-Year Rate)

Student Group	School	District	State
All Students	16.7%	57.1%	88.7%
Black or African American	0.0%	0.0%	82.2%
American Indian or Alaska Native	0.0%	0.0%	82.8%
Asian	0.0%	0.0%	94.9%
Filipino	0.0%	0.0%	93.5%
Hispanic or Latino	20.0%	61.5%	86.5%
Native Hawaiian or Pacific Islander	0.0%	0.0%	88.6%
White	0.0%	75.0%	92.1%
Two or More Races	0.0%	0.0%	91.2%
Socioeconomically Disadvantaged	0.0%	65.4%	88.6%
English Learners	0.0%	12.5%	56.7%
Students with Disabilities	0.0%	0.0%	67.1%
Foster Youth	0.0%	50.0%	74.1%

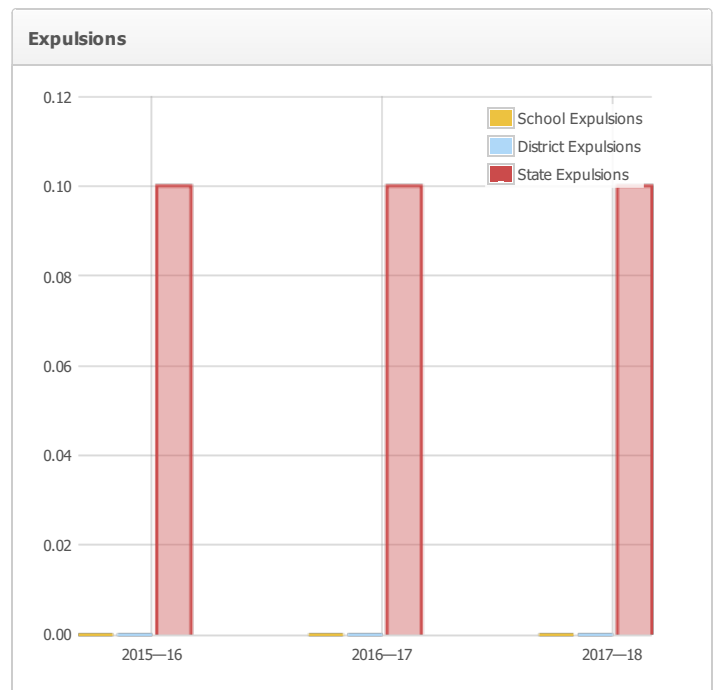
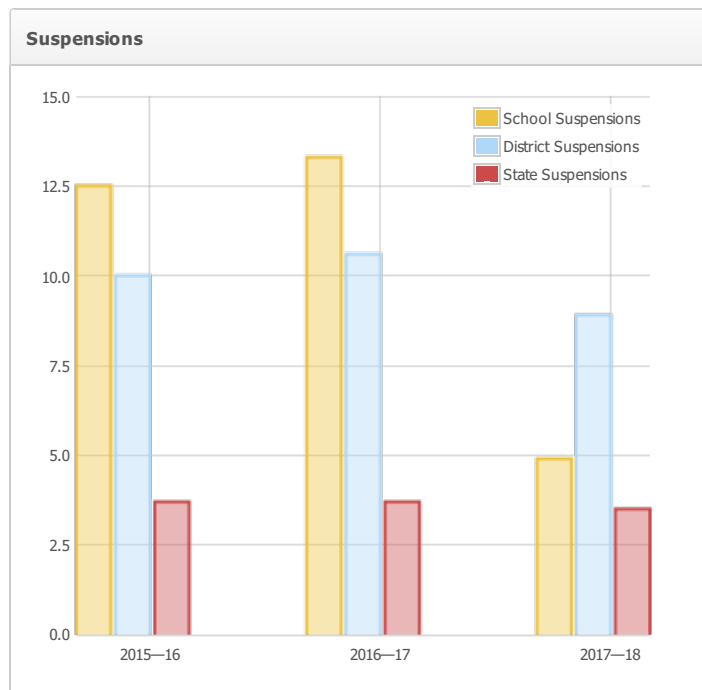
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	12.5%	13.3%	4.9%	10.0%	10.6%	8.9%	3.7%	3.7%	3.5%
Expulsions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.1%



Last updated: 1/11/2019

School Safety Plan (School Year 2018—19)

Safety and security are high priorities with Dan Jacobs School and both the Yolo County Probation Department and the Yolo County Office of Education work together on these issues. School staff members attend meetings with the Probation Detention staff to review issues of joint concern, including safety. The Probation staff is in charge of emergency procedures for natural disasters, violent acts, health/safety and other safety issues so that the school staff and students are provided a safe learning environment .

Last updated: 1/11/2019

Yolo County Special Education

School Accountability Report Card Reported Using Data from the 2017—18 School Year California Department of Education

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fq/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

Sharon Holstege, Director, Special Education

 Principal, Yolo County Special Education

About Our School

Dear parents, guardians, and community members,
We at the Yolo County Office of Education (YCOE) welcome your interest in our School Accountability Report Card (SARC.) This report card provides parents, guardians, and the community with valuable information regarding the YCOE Special Education programs. Our Special Education Department provides Regional programs and services to serve students with Multiple disabilities (MD); Autism; Emotionally Disturbed (ED); Deaf/Hard of Hearing (DHH); Adult Living Skills (ASL); as well as students placed in YCOE's Alternative Education programs. YCOE also provides regional itinerant services including vision services, deaf and hard of hearing services, adapted physical education, assistive technology, and other related services to students in district operated programs. This report will provide you with information regarding a variety of topics including student achievement, school safety, teacher/staff information, and curriculum and instructional materials. YCOE is committed to continuous quality improvement in each of our programs and we continue to develop and implement new programs in order to increase student achievement and address the California Common Core State Standards (CCSS.) Our Special Education Department programs and services strive to prepare students with disabilities for employment, productive citizenship, and independent living by addressing the needs of the whole student. We hope you find the report card an informative and useful tool to become more familiar with YCOE's Special Education Programs. We welcome parent input as we continue to improve each student's educational experience and individual student achievement. Our goal is to create positive school environments for our students, families, and our educational staff.

Sincerely,

Sharon Holstege

Director of Special Education

Contact

*Yolo County Special Education
1280 Santa Anita Court
Woodland, CA 95695-2510*

Phone: 530-668-3788

E-mail: sharon.holstege@ycoe.org

About This School

Contact Information (School Year 2018—19)

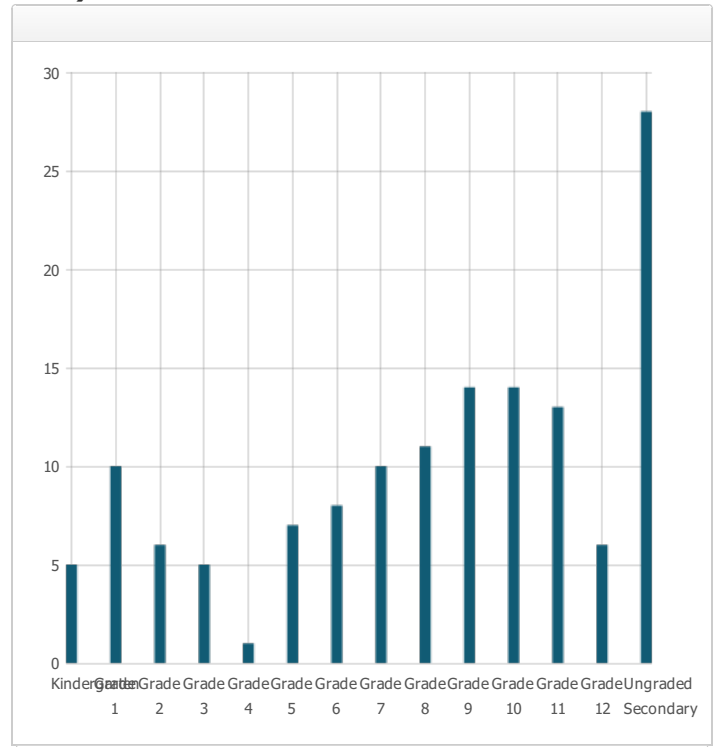
District Contact Information (School Year 2018—19)	
District Name	Yolo County Office of Education
Phone Number	(530) 668-6700
Superintendent	Garth Lewis
E-mail Address	garth.lewis@ycoe.org
Web Site	http://www.ycoe.org

School Contact Information (School Year 2018—19)	
School Name	Yolo County Special Education
Street	1280 Santa Anita Court
City, State, Zip	Woodland, Ca, 95695-2510
Phone Number	530-668-3788
Principal	Sharon Holstege, Director, Special Education
E-mail Address	sharon.holstege@ycoe.org
Web Site	http://www.ycoe.org
County-District-School (CDS) Code	57105796077275

Last updated: 1/11/2019

Student Enrollment by Grade Level (School Year 2017–18)

Grade Level	Number of Students
Kindergarten	5
Grade 1	10
Grade 2	6
Grade 3	5
Grade 4	1
Grade 5	7
Grade 6	8
Grade 7	10
Grade 8	11
Grade 9	14
Grade 10	14
Grade 11	13
Grade 12	6
Ungraded Secondary	28
Total Enrollment	138



Last updated: 1/11/2019

Student Enrollment by Student Group (School Year 2017–18)

Student Group	Percent of Total Enrollment
Black or African American	4.3 %
American Indian or Alaska Native	0.7 %
Asian	6.5 %
Filipino	1.4 %
Hispanic or Latino	47.1 %
Native Hawaiian or Pacific Islander	0.7 %
White	34.8 %
Two or More Races	4.3 %
Other	0.2 %
Student Group (Other)	Percent of Total Enrollment
Socioeconomically Disadvantaged	43.5 %
English Learners	21.0 %
Students with Disabilities	100.0 %
Foster Youth	2.2 %

A. Conditions of Learning

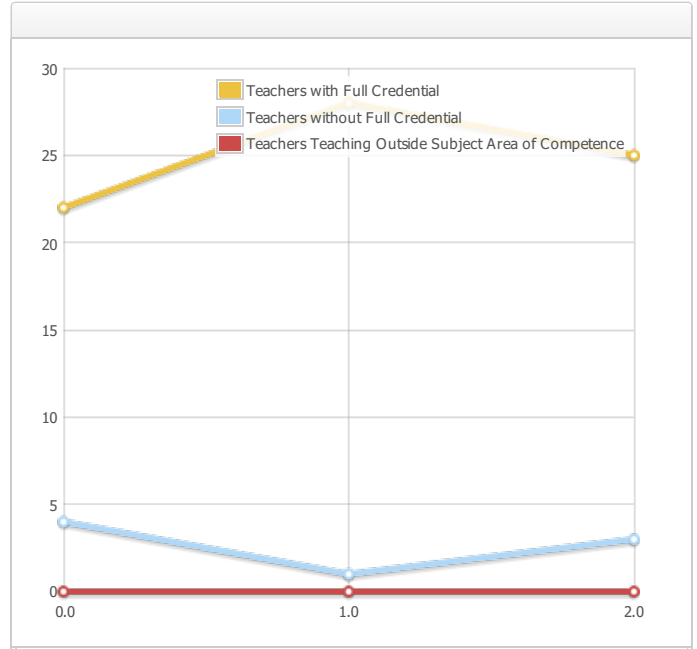
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

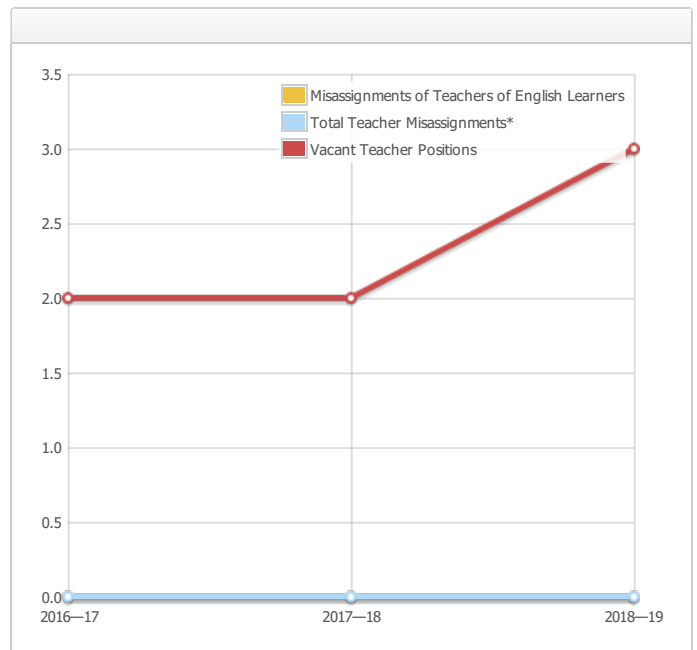
Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential	22	28	25	
Without Full Credential	4	1	3	
Teachers Teaching Outside Subject Area of Competence (with full credential)	0	0	0	



Last updated: 1/11/2019

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	2	2	3



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 1/11/2019

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2018—19)

Year and month in which the data were collected:

Subject	Textbooks and Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Instructional Material and textbooks are provided to students by the school districts within the SELPA or by YCOE. Textbook adoptions are completed by the school district that hosts the YCOE classroom and are utilized by the YCOE classrooms. New ELA curriculum has been adopted by Woodland Joint USD for elementary students for the 2017-2018 school year and purchased by YCOE for all elementary students. YCOE has created a library of textbooks/materials that are available to new students when they enter throughout the school year. YCOE continues to purchase supplementary materials that align to the Common Core and that meet individual student needs.	Yes	0.0 %
Mathematics	Instructional materials and textbooks are provided to students by the school district or by YCOE. Adoption is completed by the host district. YCOE has created a library of textbooks/materials that are available to new students when they enter throughout the school year.	Yes	0.0 %
Science	Instructional materials and textbooks are provided to students by the school district or by YCOE. Adoption is completed by the host district. YCOE has created a library of textbooks/materials that are available to new students when they enter throughout the school year.		0.0 %
History-Social Science	Instructional materials and textbooks are provided to students by the school district or by YCOE. Adoption is completed by the host district. YCOE has created a library of textbooks/materials that are available to new students when they enter throughout the school year.	Yes	0.0 %
Foreign Language	Instructional materials and textbooks are provided to students by the school district and YCOE students would attend a foreign language class through their host district.		0.0 %
Health	Instructional materials and textbooks are provided to students by the school district or by YCOE. Adoption is completed by the host district. YCOE has created a library of textbooks/materials that are available to new students when they enter throughout the school year.	Yes	0.0 %
Visual and Performing Arts	Instructional materials and textbooks are provided to students by the school district and YCOE students would attend a visual and performing arts class through their host district.		0.0 %
Science Lab Eqpmt (Grades 9-12)	N/A	N/A	0.0 %

Note: Cells with N/A values do not require data.

Last updated: 1/11/2019

School Facility Good Repair Status

Year and month of the most recent FIT report: January 2019

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good	
Interior: Interior Surfaces	Poor	Campus is doing well for its age. Minor issues noted and work orders will be established to address them.
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Good	
Electrical: Electrical	Poor	There was one extreme deficiency in a storage closet, bringing the score down. A plate missing from an electrical box which will be repaired immediately.

Restrooms/Fountains: Restrooms, Sinks/Fountains	Good
Safety: Fire Safety, Hazardous Materials	Good
Structural: Structural Damage, Roofs	Good
External: Playground/School Grounds, Windows/Doors/Gates/Fences	Good

Overall Facility Rate

Year and month of the most recent FIT report: January 2019

Overall Rating	Poor
----------------	------

Last updated: 1/11/2019

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)	3.0%	11.0%	20.0%	36.0%	48.0%	50.0%
Mathematics (grades 3-8 and 11)	0.0%	0.0%	22.0%	34.0%	37.0%	38.0%

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 1/11/2019

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017–18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	40	29	72.50%	--
Male	28	21	75.00%	5.00%
Female	12	--	66.67%	25.00%
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	16	13	81.25%	
Native Hawaiian or Pacific Islander				
White	19	14	73.68%	23.08%
Two or More Races	--	--	--	
Socioeconomically Disadvantaged	22	18	81.82%	5.88%
English Learners	--	--	--	
Students with Disabilities	39	29	74.36%	--
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	61	28	45.90%	
Male	43	23	53.49%	
Female	18	--	27.78%	
Black or African American	--	--	--	
American Indian or Alaska Native	--	--	--	
Asian	--	--	--	
Filipino				
Hispanic or Latino	22	12	54.55%	
Native Hawaiian or Pacific Islander				
White	29	13	44.83%	
Two or More Races	--	--	--	
Socioeconomically Disadvantaged	32	16	50.00%	
English Learners	13	--	15.38%	
Students with Disabilities	60	28	46.67%	
Students Receiving Migrant Education Services				
Foster Youth	--	--	--	

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

**CAASPP Test Results in Science for All Students
Grades Five, Eight and High School
Percentage of Students Meeting or Exceeding the State Standard**

Subject	School 2016–17	School 2017–18	District 2016–17	District 2017–18	State 2016–17	State 2017–18
Science (grades 5, 8, and high school)	N/A	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2016–17 and 2017–18 data are not available. The CDE is developing a new science assessment based on the Next Generation Science Standards for California Public Schools (CA NGSS). The new California Science Test (CAST) was pilot-tested in spring 2017 and field-tested in spring 2018. The CAST will be administered operationally during the 2018–19 school year. The CAA for Science was pilot-tested for two years (i.e., 2016–17 and 2017–18) and the CAA for Science will be field-tested in 2018–19.

Note: Science test results include the CAST and the CAA for Science. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA for Science divided by the total number of students who participated on both assessments.

Last updated: 1/11/2019

Career Technical Education (CTE) Programs (School Year 2017–18)

For students aged 16 and above, career education and transition goals are addressed through each student's individualized education plan (IEP.) Students served by the Yolo County Office of Education have the opportunity to participate in academic and WorkAbility programs for the development of career readiness skills. In addition to academic and Workability programs, when appropriate, students participate in life skills programs that offer and support the development of appropriate work behaviors, functional daily living skills, communication skills, social emotional skills and career exploration. When appropriate and available, students who are eligible can also participate in ROP classes and programs.

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Parents of students enrolled in the YCOE programs have various opportunities for parental involvement. The primary opportunity is to be a part of their child's Individualized Education Program (IEP) meetings. The IEP is reviewed at least once per year and more often as needed/per parental request. Parents can also participate in the Special Education Local Plan Area (SELPA)'s Community Advisory Council; and/or participate in workshops/trainings through SELPA/YCOE. Parents are given information about the Warmline Family Resource Center which offers parent to parent support and provides information about resources/trainings in our area. Parents are invited to participate in seasonal events (Harvest Festival; etc) and specific parent engagement/training sessions are offered.

State Priority: Pupil Engagement

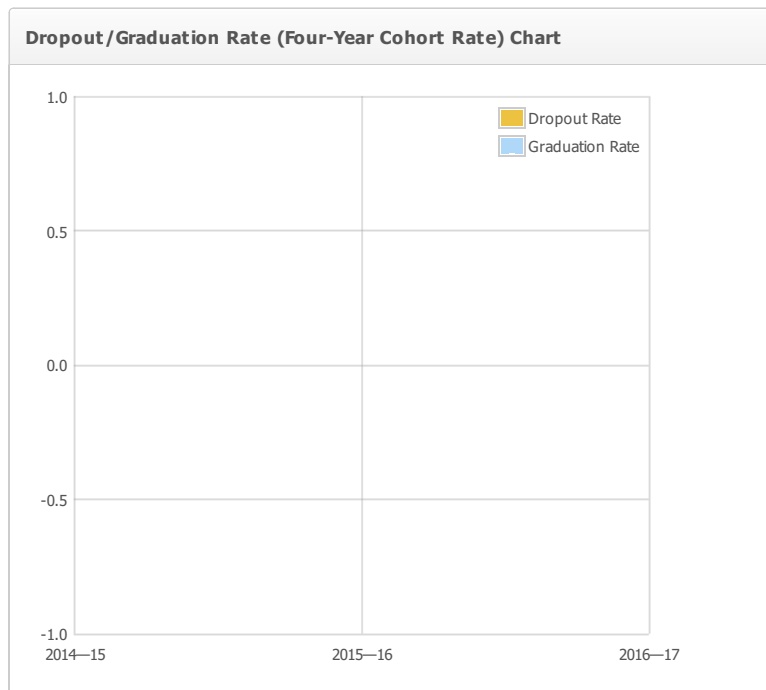
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	--	--	74.2%	77.9%	10.7%	9.7%
Graduation Rate	--	--	10.6%	5.2%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	--	80.2%	9.1%
Graduation Rate	--	17.8%	82.7%



For the formula to calculate the 2016–17 adjusted cohort graduation rate, see the 2017–18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Last updated: 1/11/2019

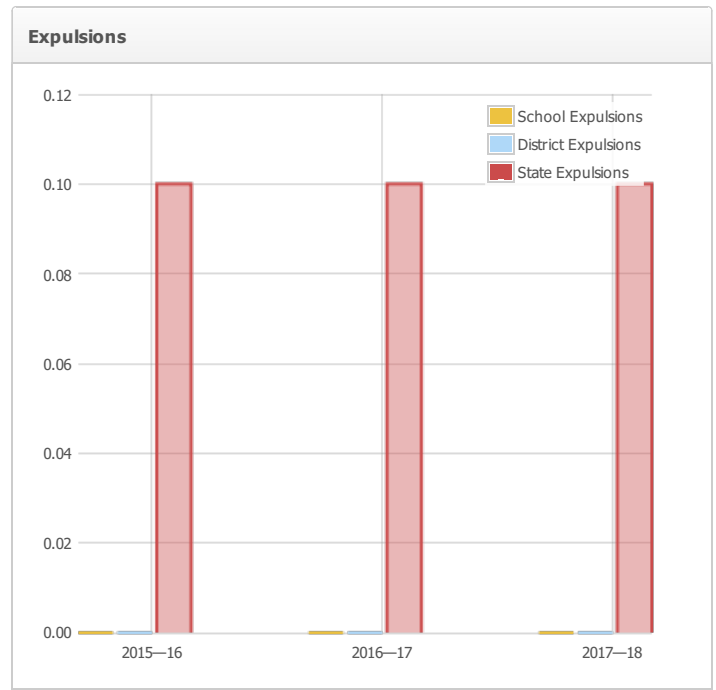
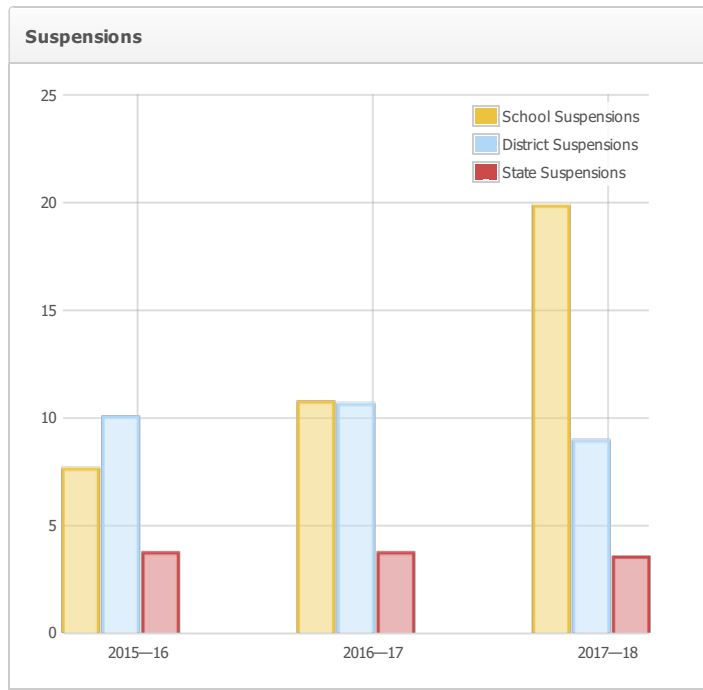
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	7.6%	10.7%	19.8%	10.0%	10.6%	8.9%	3.7%	3.7%	3.5%
Expulsions	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.1%	0.1%	0.1%



Last updated: 1/11/2019

School Safety Plan (School Year 2018—19)

The School Safety Plan is reviewed annually with all staff members. Evacuation, lock down, and earthquake precautions are discussed and updates provided. Universal precautions and emergency response procedures are reviewed and updated as needed. All visitors must check in at the front office. Each classroom has an emergency backpack with first aid and emergency supplies including those specific to the needs of students with disabilities. Safety guidelines are posted in each classroom.

Last updated: 1/11/2019

School Accountability Report Card Reported Using Data from the 2017—18 School Year California Department of Education

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Christopher C. Reyna, VP of Alternative Ed Program

Principal, Yolo County Career Academy

About Our School

Dear YCCA Charter Students and Families,

On behalf of the YCCA Charter Staff, I would like to extend a warm welcome to all new families to the YCCA community. It is our hope that this year will be the best ever for your child, filled with academic success and discovery.

As we open our doors to the 2018-2019 school year, the core belief of our staff has not changed. We believe that all children are special and capable of learning. The goal of our school is for every child to be successful, learning in a respectful, safe environment. The talented and passionate staff of YCCA has been busy planning a year that opens the door to exciting learning opportunities while building collaborative relationships with our great families. We are looking forward to the year ahead, and are so glad that you chose YCCA as your "home".

By working as a team with you, we will be able to offer the best to our children. Our school success wouldn't happen without you! Working together, we can help each individual child strive for excellence and help to develop positive self-esteem.

We know that our communication with families plays a vital role in the success of our students. Each student will have a welcome packet on the first day of school which will include the school calendar and important classroom information. Please acquaint yourself with the information found in the packet. This handbook will provide more information about our school's mission, awards, discipline, communications, curriculum, grading, as well as motivational plans and health and safety guidelines.

With all of this in mind, I want to welcome you again to another year of discovery and the unveiling of incredible potential. We are truly excited for this new year and look forward to working with you. If you ever have any concerns, questions, or suggestions, please do not hesitate to call me at 530-668-3749

Christopher C. Reyna, School Administrator

Contact

Yolo County Career Academy
1280 Santa Anita Ct., Ste. 190
Woodland, CA 95776-6129

Phone: 530-668-3749

E-mail: christopher.reyna@ycoe.org

About This School

Contact Information (School Year 2018—19)

District Contact Information (School Year 2018—19)	
District Name	Yolo County Office of Education
Phone Number	(530) 668-6700
Superintendent	Garth Lewis
E-mail Address	garth.lewis@ycoe.org
Web Site	http://www.ycoe.org

School Contact Information (School Year 2018—19)	
School Name	Yolo County Career Academy
Street	1280 Santa Anita Ct., Ste. 190
City, State, Zip	Woodland, Ca, 95776-6129
Phone Number	530-668-3749
Principal Program	Christopher C. Reyna, VP of Alternative Ed Program
E-mail Address	christopher.reyna@ycoe.org
Web Site	http://ycca.org
County-District-School (CDS) Code	57105790137422

Last updated: 1/11/2019

School Description and Mission Statement (School Year 2018—19)

YCCA is a charter school operated by the Yolo County Office of Education partnership with Marquez Design and the Yolo Workforce Innovation Board. YCCA serves students ages 16-24 who have not completed high school and are interested in skilled labor. All curriculum is delivered through a workforce development lens and features real-world examples of building trades and construction and manufacturing and product design. For more information, see our YCCA Charter Petition.

Our Mission:

The Yolo County Career Academy's (YCCA) mission is to provide a high-quality educational program that empowers students to earn a high school diploma while acquiring college and career readiness skills that lead to engaged citizens, highly skilled workers and leaders in our community. YCCA charter school will partner with the Workforce Investment Board, school districts, business, industry, and other allies to achieve this mission by engaging students through work-based, relationship-focused, innovative and rigorous learning experiences resulting in graduates who will be "Ready for College and a Career". The YCCA will serve students ages 16 through 24 years of age, that have not yet obtained a high school diploma. Students will be served through programs provided in locations within Yolo County.

Last updated: 1/11/2019

Student Enrollment by Grade Level (School Year 2017—18)

Grade Level	Number of Students
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Last updated: 1/11/2019

Student Enrollment by Student Group (School Year 2017—18)

Student Group	Percent of Total Enrollment
Black or African American	%
American Indian or Alaska Native	%
Asian	%
Filipino	%
Hispanic or Latino	%
Native Hawaiian or Pacific Islander	%
White	%
Two or More Races	%
Other	100.0 %
Student Group (Other)	Percent of Total Enrollment
Socioeconomically Disadvantaged	%
English Learners	%
Students with Disabilities	%
Foster Youth	%

A. Conditions of Learning

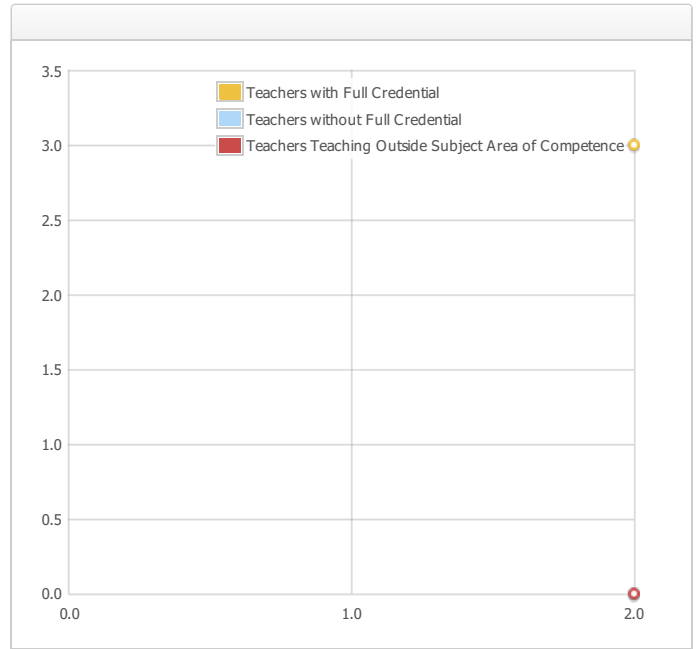
State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials

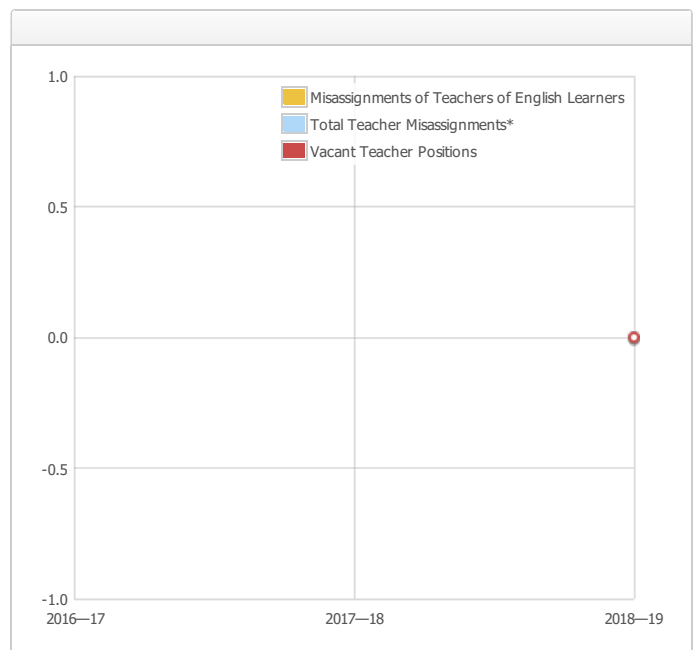
Teachers	School 2016—17	School 2017—18	School 2018—19	District 2018—19
With Full Credential			3	
Without Full Credential			0	
Teachers Teaching Outside Subject Area of Competence (with full credential)			0	



Last updated: 1/11/2019

Teacher Misassignments and Vacant Teacher Positions

Indicator	2016—17	2017—18	2018—19
Misassignments of Teachers of English Learners			0
Total Teacher Misassignments*			0
Vacant Teacher Positions			0



Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Last updated: 1/11/2019

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2018—19)

Year and month in which the data were collected: September 2018

Subject	Textbooks and Instructional Materials/year of Adoption	From Most Recent Adoption?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Reading/Language Arts 1) Globe Fearon, "World of Vocabulary" series 2) A California Reading/Writing Review 3) Glencoe/McGraw-Hill, Impact Short Stories (and other readers) 4) Global Fearon, English Skills Practice 5) Pearson-Prentice Hall, Timeless Voices, Timeless Themes 6) Edge ELD Level A, B, C		0.0 %
Mathematics	1) McDougal Littell-Houghton Mifflin Co., Pre-Algebra 2) Holt, Rinehart & Winston, Holt California Mathematics, Algebra Readiness 3) Glencoe/McGraw Hill, Pre-Algebra 4) American Book Company, California Math Review 5) Key Curriculum Press, "Key to" series (algebra, percentages etc.) 6) Number Power Series 7) Pearson, Mathematics for Carpentry 8) Globe Fearon, Mathematics 9) McDougal Littell-Houghton Mifflin Co, Algebra 1 10) McDougal Littell-Houghton Mifflin Co, Geometry		0.0 %
Science	Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) Pearson, Earth Science, California Edition 2) Glencoe McGraw Hill, Glencoe biology		0.0 %
History-Social Science	History-Social Science History/Social Science curriculum materials were adopted on August 16, 2007. In addition to the adopted text books, Odysseyware online program was purchased in 2013 and is available for credit recovery. 1) McDougal Littell, The Americans 2) McDougal Littell, Modern World History 3) Pearson/Prentice Hall, "History Case Studies" series 4) Teachers' Curriculum Institute, History Alive 5) Glencoe McGraw Hill, World History Modern Times 6) Prentice Hall, Magruder's American Government 7) AGS, Economics 8) AGS, United States Government		0.0 %
Foreign Language	Odysseyware online program was purchased in 2013 and is available for foreign language courses.		0.0 %
Health	Odysseyware online program was purchased in 2013 and is available for health courses.		0.0 %
Visual and Performing Arts	Odysseyware online program was purchased in 2013 and is available for visual and performing arts courses.		0.0 %
Science Lab Eqpmt (Grades 9-12)	N/A	N/A	0.0 %

Note: Cells with N/A values do not require data.

Last updated: 1/11/2019

School Facility Conditions and Planned Improvements

The school is house presently in the Yolo County Office of Education building. The future school facility is under a complete remodel and is scheduled to house students for the 2019-2020 school year.

Last updated: 1/11/2019

School Facility Good Repair Status

Year and month of the most recent FIT report: December 2018

System Inspected	Rating	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Fair	
Interior: Interior Surfaces	Fair	
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	Fair	
Electrical: Electrical	Fair	
Restrooms/Fountains: Restrooms, Sinks/Fountains		
Safety: Fire Safety, Hazardous Materials	Fair	
Structural: Structural Damage, Roofs	Fair	
External: Playground/School Grounds, Windows/Doors/Gates/Fences	Fair	

Overall Facility Rate

Year and month of the most recent FIT report: December 2018

Overall Rating	Good
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Last updated: 1/11/2019

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
English Language Arts / Literacy (grades 3-8 and 11)						
Mathematics (grades 3-8 and 11)						

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Last updated: 1/11/2019

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students				
Male				
Female				
Black or African American				
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino				
Native Hawaiian or Pacific Islander				
White				
Two or More Races				
Socioeconomically Disadvantaged				
English Learners				
Students with Disabilities				
Students Receiving Migrant Education Services				
Foster Youth				

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Mathematics by Student Group Grades Three through Eight and Grade Eleven (School Year 2017—18)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students				
Male				
Female				
Black or African American				
American Indian or Alaska Native				
Asian				
Filipino				
Hispanic or Latino				
Native Hawaiian or Pacific Islander				
White				
Two or More Races				
Socioeconomically Disadvantaged				
English Learners				
Students with Disabilities				
Students Receiving Migrant Education Services				
Foster Youth				

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

Last updated: 1/11/2019

CAASPP Test Results in Science for All Students Grades Five, Eight and High School Percentage of Students Meeting or Exceeding the State Standard

Subject	School 2016—17	School 2017—18	District 2016—17	District 2017—18	State 2016—17	State 2017—18
Science (grades 5, 8, and high school)	N/A	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: The 2016–17 and 2017–18 data are not available. The CDE is developing a new science assessment based on the Next Generation Science Standards for California Public Schools (CA NGSS). The new California Science Test (CAST) was pilot-tested in spring 2017 and field-tested in spring 2018. The CAST will be administered operationally during the 2018–19 school year. The CAA for Science was pilot-tested for two years (i.e., 2016–17 and 2017–18) and the CAA for Science will be field-tested in 2018–19.

Note: Science test results include the CAST and the CAA for Science. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the CAST plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAA for Science divided by the total number of students who participated on both assessments.

Last updated: 1/11/2019

Career Technical Education (CTE) Programs (School Year 2017—18)

CTE at YCCA offers programs in several sectors. The manufacturing and Product development sector offers intro, concentrator, and capstone courses in welding and materials joining pathway. Additionally there is a construction sector that offers introduction to construction technology. All courses are assigned progressive credits of completion leading toward graduation pathway certification. Courses are accessible to all enrolled student populations and accommodations are in place to ensure success and attainment. The CTE programs are evaluated using the 11 Essential Elements of a High Quality CTE System tool, oversight by the school, county, and administrator, and in collaboration with the community business community and Woodland Community College.

Last updated: 1/11/2019

Career Technical Education (CTE) Participation (School Year 2017—18)

Measure	CTE Program Participation
Number of Pupils Participating in CTE	
Percent of Pupils Completing a CTE Program and Earning a High School Diploma	--
Percent of CTE Courses Sequenced or Articulated Between the School and Institutions of Postsecondary Education	--

Last updated: 1/11/2019

Courses for University of California (UC) and/or California State University (CSU) Admission

UC/CSU Course Measure	Percent
2017—18 Pupils Enrolled in Courses Required for UC/CSU Admission	--
2016—17 Graduates Who Completed All Courses Required for UC/CSU Admission	--

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

California Physical Fitness Test Results (School Year 2017—18)

Grade Level	Percentage of Students Meeting Four of Six Fitness Standards	Percentage of Students Meeting Five of Six Fitness Standards	Percentage of Students Meeting Six of Six Fitness Standards
-------------	--	--	---

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Last updated: 1/11/2019

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

Opportunities for Parental Involvement (School Year 2018—19)

Building relationships among the student, parent/guardian, and staff are of utmost importance at YCCA. Parents and students must attend a personal orientation meeting with the YCCA administrator prior to enrollment so that they have an opportunity to meet all of the staff members, ask questions about the school and understand the expectations of the students. All parents and students meet together at the beginning of each school year to review any changes in the program and to meet each of the teachers and support staff members. At that time, parents are invited to volunteer on campus, so that they can have a close relationship with the school staff. There is an opportunity for parents to become members of the School Site Council as well. Parents are invited to meet with their student's faculty advisor and administrative staff during the school year. Families are invited to attend our Fall Back to School Night and Community Dinner. In addition, will host a Spring Open House, Student Art Show, and Community Dinner. Progress reports are mailed home to students every six weeks so that parents are informed about their students' progress. Parents also participate in student barbecues and celebrations. Two parent stakeholder meetings are planned for the Spring to gather input regarding what they feel is working well and any suggestions they have for improvement.

State Priority: Pupil Engagement

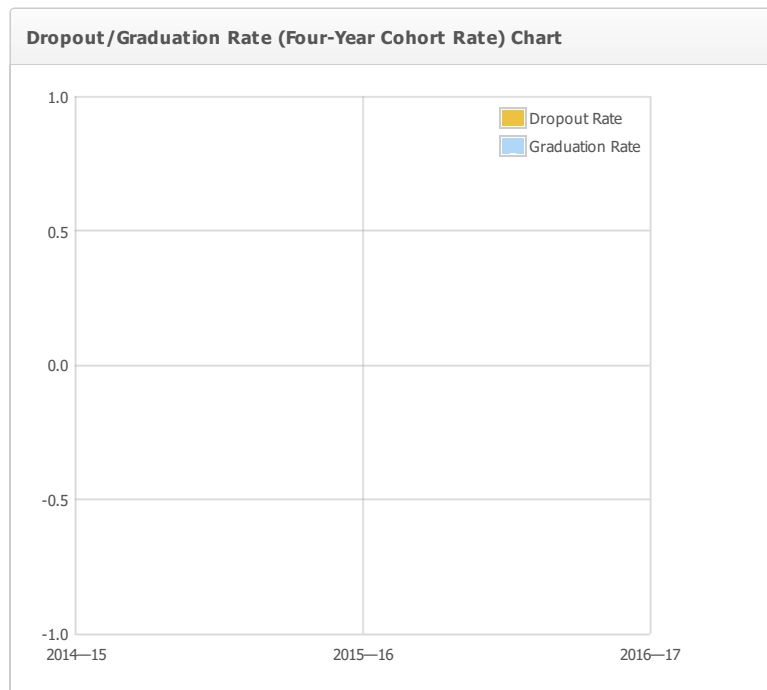
The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates; and
- High school graduation rates

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2014—15	School 2015—16	District 2014—15	District 2015—16	State 2014—15	State 2015—16
Dropout Rate	--	--	74.2%	77.9%	10.7%	9.7%
Graduation Rate	--	--	10.6%	5.2%	82.3%	83.8%

Indicator	School 2016—17	District 2016—17	State 2016—17
Dropout Rate	--	80.2%	9.1%
Graduation Rate	--	17.8%	82.7%



For the formula to calculate the 2016–17 adjusted cohort graduation rate, see the 2017–18 Data Element Definitions document located on the SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.

Last updated: 1/11/2019

Completion of High School Graduation Requirements - Graduating Class of 2017 (One-Year Rate)

Student Group	School	District	State
All Students	--	--	--
Black or African American	--	--	--
American Indian or Alaska Native	--	--	--
Asian	--	--	--
Filipino	--	--	--
Hispanic or Latino	--	--	--
Native Hawaiian or Pacific Islander	--	--	--
White	--	--	--
Two or More Races	--	--	--
Socioeconomically Disadvantaged	--	--	--
English Learners	--	--	--
Students with Disabilities	--	--	--
Foster Youth	--	--	--

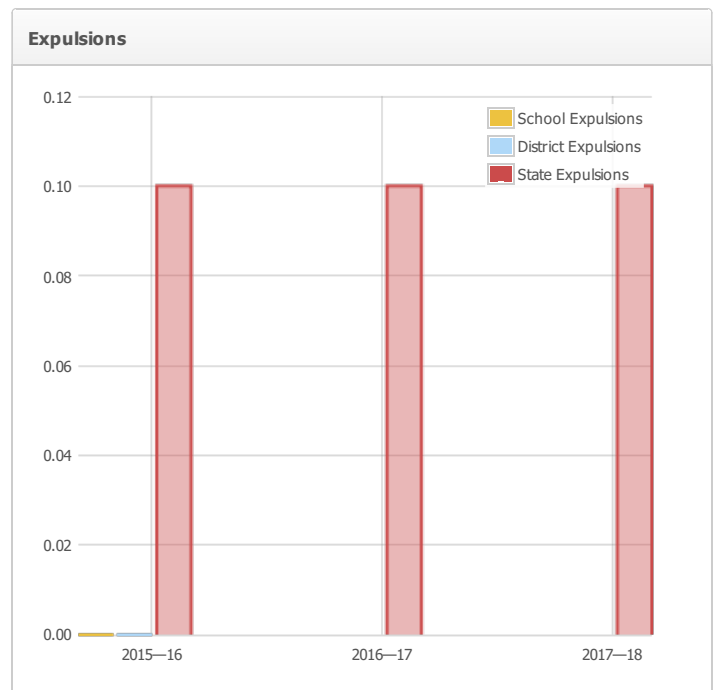
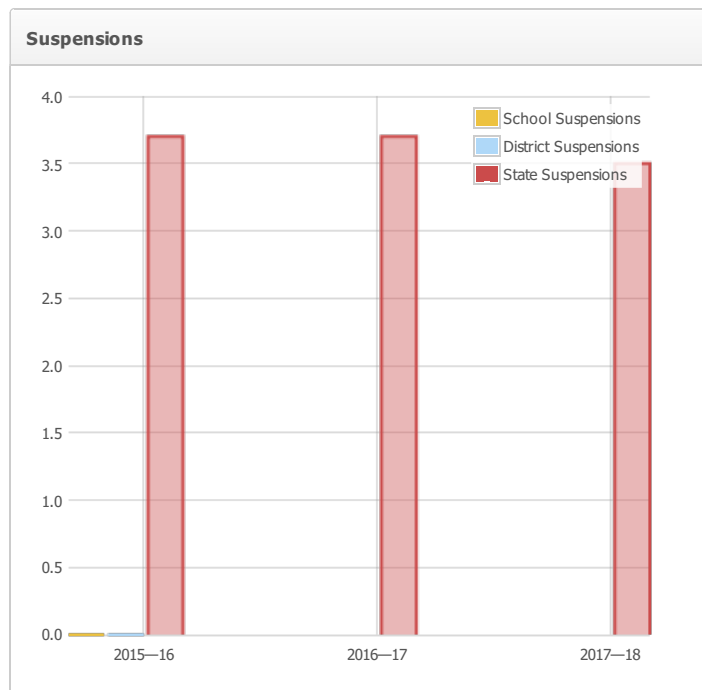
State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

	School	School	School	District	District	District	State	State	State
Rate	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18	2015—16	2016—17	2017—18
Suspensions	--	--	--	--	--	--	3.7%	3.7%	3.5%
Expulsions	--	--	--	--	--	--	0.1%	0.1%	0.1%



Last updated: 1/11/2019

School Safety Plan (School Year 2018—19)

Safety Plan manuals were revised and updated during the 2017-18 school year. They were developed with staff input and are accessible in each classroom and office. The manuals contain information on emergency procedures, hostage situations, natural disasters, acts of violence, and health and safety issues.

Last updated: 1/11/2019

**Yolo COE
Regular Meeting
Tuesday, January 22, 2019
Open Session: 3:30 PM
Yolo County Office of Education, Conference Center**

4.19. Suggested Future Agenda Item(s)

Type:

Procedural

Description:

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. Information item on How YCOE Supports the Education of Incarcerated or Detained Persons (March 2019)

08-29-18 Regular Meeting: per Trustee Owens

3. County Fiscal Oversight Responsibilities Over Districts in Crisis (March 2019)

08-29-18 Regular Meeting: per Trustee Owens

4. Presentation from attorney on the role of the county board on district boundary issues (when timeline is known for West Sacramento)

09-25-18 Regular Meeting: per YCBOE

5. Report on Yolo County Community population on foster/homeless youth (Future meeting)

11-17-18 Regular Meeting: per Board

6. How do we insure ourselves (YCOE - Statement Certifying Insurance to Cover Assets purchased with certificates)

12-11-18 Regular Meeting: per Board

Recommended Motion:

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