

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
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190
1280 Santa Anita Court, Suite 190, Woodland, CA 95776
Published: Aug 23, 2019 04:29 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:

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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. REPORTS

1. Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)
Quick Summary/Abstract:
 - a. Board Reports
 - b. Superintendent
 - i. Employee of the Month (September 2019)
 - 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)

3. Mini-Grant Presentations

Quick Summary/Abstract:

Deaf Mentor Pilot Program - Kathryn Boyd
TeachTown - Mike Jackson

4. Local Childcare Planning Council Presentation

5. ACTION ITEMS

1. Consent Agenda
2. Resolution #19-20/09: In Support of High School Voter Weeks (last two weeks in September)
Quick Summary/Abstract:

Education Code 49040 cites that the last two full weeks in April and September be known as "High School Voter Weeks." This resolution meets the defined education code.
3. Resolution #19-20/10: School Attendance
Quick Summary/Abstract:

Superintendent Garth Lewis along with the Yolo County Board of Education are putting forth a resolution to create awareness for the importance of student attendance in school.
4. Resignation of Trustee Area 3 Board Member Cirenio Rodriguez; Initiate Process to Fill Trustee Rodriguez's Vacancy [Gov't Code Section 1770, Board Bylaw 9223].

6. INFORMATION ITEMS

1. Head Start/Early Head Start Reports

Quick Summary/Abstract:

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

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

- a. Enrollment update - this is a standing report to the Board
- b. Program - this is a standing report to the Board
- c. Financial Reports - this is a standing report to the Board
- d. Policy Council Meeting Minutes - this is a standing report to the Board
- e. Policy Council Meeting Agenda - this is a standing report to the Board

2. Quarterly Report of Investments for Period Ending June 30, 2019
3. Williams Quarterly Report on Yolo County Schools Covering the Months of April, May and June 2019
4. Alternative Education Attendance Reports
5. First Reading of Board Policies - 6000 (Instruction) Series - 6 policies
Quick Summary/Abstract:
First Reading of Board Policies from the 6000 (Instruction) Series - 6 policies

- a. BP 6146.6 Identification and Education Under Section 504
- b. AR 6146.6 Identification and Education Under Section 504
- c. BP 6163.4 Student Use of Technology
- d. BP 6164.2 Guidance-Counseling Services
- e. BP 6164.5 Student Success Teams
- f. AR 6164.5 Student Success Teams

6. YCOE Organizational Charts
7. Yolo County Superintendent of Schools' Compensation

7. Suggested Future Agenda Item(s)

8. 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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2.1. Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)

Type:

Informational

Quick Summary/Abstract:

- a. Board Reports
- b. Superintendent
 - i. Employee of the Month (September 2019)
- c. Superintendent's Advisory Team
- d. Committees

Recommended Motion:

For Information.

Attachments:

- 1. Employee of the Month - September 2019
- 2. Admin Services Update 8-29-19
- 3. Edu Services Division Dept Updates 8-29-19

EMPLOYEE OF THE MONTH

On behalf of the Superintendent's Advisory Team, it is my pleasure to announce

Robb Walters

as the Employee of the Month for September.

We write you this letter with great joy just thinking about all of the wonderful things that Mr. Robb Walters has done for each of us, both individually and collectively as the External Business Services (EBS) department. We hope you find this letter so compelling that you can't help but select Robb as the next YCOE Employee of the Month.

Below we have listed a few reasons why we think Robb is such an outstanding candidate:

- **Goes Above & Beyond** – Repeatedly, Robb has stepped up to help the EBS department. From the small items like warrant production, to the large items such as switching banks. He has consistently been there to help us, often adjusting his schedule to fit us in.
- **Knowledgeable** – Robb is always on top of all our needs and is not afraid to do the dirty work with communicating problems with QSS and the bank to get things done the right way. He is reliable and a fountain of information in many different areas.
- **Speedy Service with a Smile** – When we send him requests, he always completes them quickly and with a smile on his face. He is a pleasure to work with and very responsive to inquiries or issues.
- **Expert Problem Solver** – Robb is an extremely efficient problem solver who is not only approachable but makes the work environment fun and

enjoyable. He is easy to work with, easy to approach and when there's a problem to solve, it's not a problem for long.

- **Countywide Support** – Not only does Robb help the EBS department, but he also supports all of the districts with their QSS needs. Many district staff have expressed their gratitude for Robb's assistance and constant support. Additionally, he works closely with the County Treasurer and our banks to ensure all the backend processes run seamlessly.
- **Thinks Outside of the Box** – Robb is a forward thinker and is always open and willing to do the research and inquiry to make some of our wildest software dreams become a reality!

Robb played a key role in ensuring that there was a smooth transition in switching banks from Bank of America to US Bank. He effectively managed the project and stayed connected with QSS, Bank of America and US Bank all along the way. This transition was not easy and there were bumps along the way, but Robb was persistent in this pursuit and without him, this transition would have taken much longer and would have been much more painful. His exemplary performance was demonstrated when all employees successfully received their first paycheck/direct deposit from US Bank on May 31, 2019!

Robb is often faced with stressful situations that require immediate attention. His light-hearted approach and comedic outlook provide for some much needed relief in those high-stress moments. Not only does he exhibit a positive, can-do attitude, but he somehow always magically waives his wand, sprinkles his fairy dust and manages to resolve whatever issue is at hand. He is truly one of the best tech fairies around and we wouldn't trade him for any other bald Robb that might come along (bald is meant as a term of endearment).

For these reasons and many more, we kindly ask that you consider Robb for the high honor of being publicly recognized as YCOE Employee of the Month.

Congratulations Robb!

The Superintendent and Board of Education will be honoring Robb at the upcoming Board Meeting scheduled on Thursday, August 29, at 3:30 at the YCCA Charter School.

Staff are welcome to attend to show their support.

ADMINISTRATIVE SERVICES AUGUST UPDATES

Crissy Huey - Associate Superintendent, Administrative Services

- Summer has flown by, and the Administrative Services departments have been as busy as Santa's Elves at Christmas getting sites ready for the return of our students. I would like to wish all of our staff a great start to the new school year.

External Business Services

Director, Veronica Moreno

- The EBS Director and the Equity & Support Services Director are working together to review district 2019-20 LCAPs.
- EBS staff will be focusing on updating department procedures and desk manuals this year.
- At the annual Employee Orientation this year, employees had an opportunity to learn about the enhanced version of the Employee Self Service (ESS) Portal where they can view their data securely through an online portal. They can view personal and position information, pay stubs, leave balances, W-2s, etc. This presentation was a collaboration between ITS, HR, EBS and IBS.

Internal Business Services

Director, Debra Hinely

- The Internal Business department recently lost a crucial staff member. Accountant, Axel Kondoh, has moved out of the area with his wife to start a new chapter. It has only been a week, and we definitely feel his absence. The position was posted and our hopes are to have it filled as soon as possible.
- We are in the midst of year-end closing, so it is a very active time of the year for our department. The unaudited actuals report is due to the state by October 31, and will be presented to the board on October 22.

Support Operations Services

Director, Matthew Juchniewicz

- All Head Start classrooms are licensed for operation
- Hired a Senior Maintenance Technician; start date is September 3rd
- Deep cleaning has been completed at all locations
- Preliminary review of the Hinkle and ADA Access project has taken place - next step is to review refinements and present to Hinkle/Greengate Safety committee for input
- Working on a new Emergency Operations Plan (EOP) with Keenan and Associates

Information & Technology Services

Interim Director, Crissy Huey

- Technology staff have been working to ensure that all of our sites are up and running for the beginning of school

EDUCATIONAL SERVICES AUGUST UPDATES

Carolynne Beno - Associate Superintendent, Educational Services

- Began a listening and learning tour with Yolo County district staff.
- Writing the Inclusive Early Education and Expansion Program grant with Gail Nadal and Jessica Burrone, which will be used county-wide to promote the inclusion of students with disabilities in general education pre-school settings.
- Implementing the Yolo County Career Academy closure protocol.

Curriculum and Instruction Department

Director, Deb Bruns

- Welcomed new staff: Keenya Powell, College & Career Readiness Program Specialist and Judy Garcia, Curriculum and Instruction Administrative Secretary.
- College & Career Readiness team preparing for August 29th Yolo County CTE Steering Committee meeting with representatives from all districts to plan collaborative work to support career pathway programs throughout the county.
- Planning for 2019-2020 Professional Learning. First event is September 26 - English Learner Roadmap for Teachers Institute in collaboration with Californians Together.
- Deb Bruns attended training of trainers for NGSS (Next Generation Science Standards) Rollout #6: Environmental Literacy and will present at Sacramento regional event in November.
- Trained over 50 Woodland JUSD after school program staff on using citizen science apps to gather and analyze data on biodiversity on school sites as part of grant-funded "NGSS, Citizen Science & Gardens" project.

Early Childhood Education (ECE) Department

Director, Gail Nadal

- Classroom transitions to new sites were finalized, and Community Care Licensing worked with our staff to license our new classrooms.
- Received our Food Permit for the Lemen site so we can operate the new food service lunch program with the Davis Joint Unified School District.
- Pre-Service Training took place from August 1-16, and new regulations and programming were discussed.

Equity and Support Services

Executive Director, Micah Studer

- Working on the final approval of the Local Control Accountability Plans (LCAPs) for partner Local Education Agencies (LEAs).
- Making modifications to the LCAP Federal Addendum for certification.
- Implementing new LCAP development process for 2019-2020 year.
- Finalizing plans with Placer County Office of Education for countywide Positive Behavior Intervention System (PBIS) implementation.
- Reconnecting with YCOE and partner LEAs staff returning from the summer holiday.

Special Education

Director, Jessica Burrone

- Through the Inclusive Early Learning and Care grant YCOE was just awarded, a Program Specialist (Trish Martin) has been hired to support the inclusion of students with disabilities in general education preschools, including the Head Start programs throughout Yolo County.

- Working to grow a partnership with California State University Sacramento's Deaf Studies Department to recruit future Deaf/Hard of Hearing Teachers.
- Implementing new security measure at Greengate to improve safety, including a single point of entry procedure.
- Ice Cream Socials to welcome back families were held (Adult Living Skills – August 26th and Deaf/Hard of Hearing – August 19th).

Student Services

Director, Renee Collins

- There has been an energetic and positive launch to the new school year and staff are excited to embrace Reading with Relevance as a supplemental English Language Arts (ELA) curriculum.
- Students are prepping to do a mural at Zest Pastry West on Main Street. This is part of their Community Service Give Back campaign.
- Back to School Night (BTSN) is scheduled for September 5 from 5:30 pm – 7:00 pm. BTSN includes dinner!
- Planning for the 2019-2020 budget and development of program plan (Homeless and Foster).
- Alisia Peters will now also serve as the Outreach Specialist for McKinney Vento (homeless) Youth as well as Foster Youth. In this role she will provide direct educational case management and supportive services to our youth and families.

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

Type:

Informational

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3. Mini-Grant Presentations

Type:

Informational

Quick Summary/Abstract:

Deaf Mentor Pilot Program - Kathryn Boyd

TeachTown - Mike Jackson

Recommended Motion:

For information.

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4. Local Childcare Planning Council Presentation

Type:

Informational

Description:

Gail Nadal, Director, Early Head Start/Head Start Program will present this item.

Recommended Motion:

For information.

Attachments:

1. Child Care Matters

Child Care Matters

Local Child Care Planning Council- Yolo County



Who We Are

➤ Twenty member Council;
Reflect interests of:



- Child care consumers
- Child care providers
- Community representatives
- Public agency representatives
- Discretionary members (BOS, YCOE)



What We Do

- Conduct child care needs assessment
- Identify local child care funding priority areas for new state and federal funds
- Foster partnerships
- Conduct public forums for input into local priorities
- Collaborate to carry out retention activities



How We Do It

- Community Development
- Education & Outreach
- Workforce Development



Family Demographics

- 33% of county households have children under 18
 - 58% of county children 0-13 have parents in the workforce
 - 59% of women w/ children under age 6 years are in the labor force
 - 21% of employed residents work non-traditional hours
- **Data Source:** U.S. Census Bureau, [American Community Survey](#) (Dec. 2015).
 - Child Care in Yolo County: Findings from the 2017 Needs Assessment



Child Population in Yolo County by Age Group and City

	0 to 2 Years Old	3 to 4 Years Old	5 to 12 Years Old
Davis	2,586	1,931	7,528
West Sacramento	1,709	1,278	4,974
Winters	286	212	842
Woodland	2,088	1,560	6,075
Rural Yolo	336	252	966
Yolo County	7,005	5,233	20,385



Licensed Child Care Capacity in Yolo County, by Type of Care, Age Group, and City

	0-2 Years Old	3-4 Years Old	5-12 Years Old	0-2 Years Old	3-4 Years Old	5-12 Years Old
Davis	109	1,523	754	189	150	97
West Sacramento	51	526	208	485	385	249
Winters	24	174	45	22	18	11
Woodland	118	1,072	365	344	273	176
Rural Yolo	60	237	30	33	27	17
Yolo County	362	3,532	1,402	1,073	853	550

Source: Child Care in Yolo County: Findings from the 2017 Needs Assessment



Unmet Child Care Needs

Full-Time Child Care Needs for Working Parents in Yolo County, by Age Group and City

	0 to 2 Years Old	3 to 4 Years Old	5 to 12 Years Old	Total
Davis	-81%	35%	-84%	-65%
West Sacramento	-47%	12%	-87%	-63%
Winters	-74%	35%	-90%	-68%
Woodland	-63%	35%	-87%	-63%
Rural Yolo	-54%	64%	-93%	-60%
Yolo County	-66%	31%	-86%	-64%



Source: Child Care in Yolo County: Findings from the 2017 Needs Assessment

Economic and Social Benefits for communities, taxpayers, and businesses

- Investments in quality child care pay significant returns to children and taxpayers
- Children who attend quality programs have proven positive outcomes.

Sources: Foundation for Child Development, "PK-3: What Is It and How Do We Know It Works?", FCD Policy Brief No. Four, May 2006
National Center on Afterschool and Summer Enrichment (NCASE), funded by the USHHS, ACF and the Office of Child Care, "Voices from the Field" Research Brief, January 2019



LPC and Quality Counts Yolo

- Quality Counts Yolo is a comprehensive support system for providers of childcare and preschool in Yolo County
- We serve all Publicly Subsidized, Family Child Care, Centers, Special Education, Alternative Sites, and Family Friends and Neighbor providers in Yolo County
- Funding comes from CA Department of Education through QRIS and I/T Block Grants, and First 5 CA through IMPACT Grant
- The LPC acts as a convener and conveyor of information for Quality Counts Yolo, and members disseminate information to providers in their areas of service



LPC and Quality Counts Yolo

- Quality of Child Care and Preschool Classrooms/Family Child Care Homes is measured by a Statewide Rating Matrix and administered by certified Early Learning Specialists
- Professional development, coaching, quality improvement stipends for both classroom and individuals, access to training and technical assistance is offered to all providers
- More than 500 early learning professionals participate annually
- Between 1,500 and 2,000 children annually benefit from improved child/adult interactions, early screening, improved environment, and higher quality curriculum and instruction
- Sites participating include State Preschool, Head Start/Early Head Start, Family Child Care Homes, Parent Participation Preschool, Special Education Preschool, Fee for Service Centers, Other Publicly Subsidized, Alternative Sites, and Family, Friends and Neighbor in all urban and rural areas of Yolo County
- Focus on most vulnerable populations; infants, toddlers, children from lower income families, and dual language learners



What's next?

IMPACT 2020 funding application will be announced in late 2019/early 2020 to continue service to FFN, FCCH, Fee for Service, Alternative Sites and the new QRIS Block Grant and Preschool Inclusion Grant has positive implications for the collaboration including expansion of services to Special Education Preschools, and a focus on FCCH, FFN, and Alternative Sites



Quality Counts Yolo is a collaboration between City of West Sacramento (IMPACT) and Yolo County Office of Education (QRIS and I/T Block Grants) since 2014, and together serves providers of early learning from birth to five throughout the entire county



For more information contact Gail Nadal at Gail.Nadal@ycoe.org or Justine Jimenez at justinej@cityofwestsacramento.org





#BetheOne



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5. ACTION ITEMS

Type:

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5.1. 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:

Approval of Minutes:

- a. July 23, 2019 Regular meeting
August 9, 2019 Special meeting
- b. Temporary County Certificates (August 2019)

Attachments:

- 1. 7-23-19 Draft Minutes
- 2. 08-09-19 Draft Minutes SPE
- 3. TCCs August 25 totals

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: July 23, 2019
DRAFT MINUTES

1.0 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on July 23, 2019 at 3:35 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, Shelton Yip. Board President Shelton Yip presided. Matt Taylor arrived late. Superintendent Garth Lewis was also present. (Roll Call held).
- 1.2 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.3 Approval of Agenda.

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

Trustee Taylor arrived at 3:37 p.m.

- 1.4 Public Comment. None.

2.0 REPORTS

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

a. Board Reports

Trustee Taylor – He has information on grants (up to 5) available on social and emotional learning consortiums for LEAs and will send the information to Dr. Carolynne Beno, Associate Superintendent, Educational Services and Superintendent Lewis.

Trustee Souza Cole – Commented on the Sacramento Bee article regarding the financial situation at a school district in the area and that the Fiscal Crisis & Management Assistance Team (FCMAT) had come in and done an analysis on the budget process and reporting. While reading that story it caused reflection on how we handle budget and budget approvals at the Yolo County Office of Education (YCOE). Trustee Souza Cole appreciates and is thankful for leadership, Crissy Huey, Associate Superintendent, Administrative Services and Deb. Hinely, Director, Internal Business Services who provide us with the financial reports each month and has fostered relationships so that the Board understands what is given to us, which makes Yolo County a stronger organization.

Trustee Rodriguez – This Thursday, July 25, is his last day of teaching. He will also be leaving at 4:10 p.m. today and will be out of town for the next two weeks.

Trustee Moreno – Visited the Capitol this month and listened to the Assembly

bills regarding charter schools and ethnic studies. Bills were approved requiring ethnic studies at high schools and the CSU system. Both bills are going to address student success and social/emotional learning.

Attended professional development where the focus was on ethnic studies with the K12 university faculty and the administrator, which was very positive.

Appreciates Ms. Huey's willingness to ask the financial oversight committee if they can consider socially responsible investment or divestment from companies that have impacted communities of color, planet, etc.

Trustee Yip – Reminder for the Board to file Form 470 with the Yolo County Elections Department by July 31, 2019.

b. Superintendent

Superintendent Lewis welcomed Dr. Carolynne Beno, Associate Superintendent, Educational Services to the meeting in her new official capacity.

A copy of the framework for the *Woodland Youth Master plan* – (a copy can be found with the official records of this meeting) is being considered as part of the 3x2x2 meetings with Woodland Jt. Unified School District, Woodland Community College and the City of Woodland. They are considering the development of the youth master plan and wanted the County Board to be aware of the plan and invite any comments or thoughts on the plan.

Superintendent Lewis is asking the County Board to review the plan, and he will invite Woodland to present the plan at a future meeting, where the Board can ask questions and hear more information on this issue.

The Board of Supervisors meeting took place today where they were considering the Memorandum of Understanding (MOU) with YCOE. Superintendent Lewis was not able to attend the meeting but Dr. Beno attended and gave an update – The team worked hard to prepare a revised MOU between YCOE and Yolo County Probation to better account for rising costs and the student to teacher ratio with bilingual staff due to declining enrollment in the program. Yolo County understood the deficit and supported a revised MOU where the Chief presented the need and rationale at the meeting. Some of the Supervisors had a question on whether the ORR program is going to continue. The RFA comes out in August/September 2019 and several Supervisors will look into the program; they are not sure they are going to support that program continuing. Current staff will continue through the year and if the program ends in December, we will repurpose staff into other programs. Dr. Beno thanked Dr. Micah Studer, Executive Director and Ms. Huey, Associate Superintendent, for their support and attending the meeting. Trustee Taylor asked if the Supervisors will continue to pay for that ORR position and Superintendent Lewis stated that yes; we will not be laying off staff in the middle of the year.

Superintendent Lewis thanked Ms. Huey and Matt Juchniewicz, Director, Support Operations Services (SOS), for purchasing the new tables and chairs for the conference rooms.

c. Superintendent's Advisory Team

Carolynne Beno, Associate Superintendent, Educational Services reviewed the material in the Board packet and responded to questions of the Board. Dr. Beno mentioned the revised format with focus on Educational and Administrative Services. Ms. Huey is continuing her search for the Information Technology (IT) Director position, which is currently vacant. Ms. Huey also thanked current staff and the IT department for all their help and professionalism during this time. Also commented on how busy it is right now for Business/HR departments and how much we appreciate all their hard work.

Debra Hinely, Director, Internal Business Office, commented on the 45-day revision, which will include the addition of two (2) classrooms at Dan Jacobs, the ORR program and changes to the retirement rates. There will be changes to PERS (decrease) but none to STRS. With the changes included in the 45-day revision there will be an expense reduction to all programs, which is good news.

Trustee Souza Cole had comments/questions on the new SMART boards for classrooms, which replaced the outdated equipment and the grant for preschool students with disabilities. Students with autism are served in regular education districts and the grant helps fund the project, which is significant for students and their families.

Deb Bruns, Director, Curriculum & Instruction revealed that The Yolo County Teacher of the Year has been selected and Nikki Harris, 4th Grade Teacher in Woodland has been chosen. The application deadline to CDE is this Friday and the Board will recognize Ms. Harris in September 2019. Superintendent Lewis commented on how exciting it was to invite the retired teachers to be part of the interview panel. The retired teachers will also advocate and promote the Teacher of the Year in Yolo County next year to get more candidates. The Yolo County Teacher of the Year will also align with the Excellence In Education (EIE) awards next year and recognize Ms. Harris at next year's event. Ms. Huey commented on a compliment YCOE received from the California Department of Education (CDE) who is using our facility for trainings. They appreciated our help and it is an easy location for set-up and use of the facility.

Trustee Yip commented on the Deaf, Hard and Hearing facility at Sacramento State and expressed what a wonderful facility it is.

Employee of the Month

Margie Valenzuela, Executive Director of Human Resources commented that Selyna Leach, Administrative Secretary, Student Services is on Parental leave and was not able to attend the Board meeting this month to accept her

Employee of the Month Certificate. Staff made comments thanking her for her hard work and dedication with special emphasis on her work at the 11th Annual Kinders-Go-To College event.

d. Committees.

The Executive Board met on July 2, 2019 and discussed the possibility of not having a meeting in July next year. If a meeting is needed then a special meeting can be scheduled. This will be agendaized as a future agenda item for discussion.

The Superintendent Compensation committee met and discussed a proposal to be reviewed and considered for Board action in August 2019. Trustee Moreno requested the Facilities Committee meeting dates and Ms. Huey stated she would email the dates to her.

2.2 Associations.

- No reports

3.0 ACTION ITEMS

3.1 Consent Agenda.

- a. Approval of Minutes:
 - June 25, 2019 Regular Meeting

- b. Temporary County Certificates

The Board took action to approve the minutes above and the Temporary County Certificates.

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

3.2 Resolution #19-20/01: Temporary Interfund Cash Transfers

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

The Board took action to approve Resolution #19-20/01: Temporary Interfund Cash Transfers

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

3.3 Second Reading of Board Policies – 6000 (Instruction) Series

Carolynne Beno, Associate Superintendent, Educational Services reviewed the information in the board packet and responded to questions of the Board.

1. BP/SP 6161.2(a) Damaged or Lost Instructional Materials
2. BP/SP 6162.5(a) Student Assessment
3. BP/SP 6162.51(a) State Academic Achievement Tests
4. AR 6162.51(a) State Academic Achievement Tests
5. BP/SP 6162.54(a) Test Integrity/Test Preparation
6. BP/SP 6162.6(a) Use of Copyrighted Materials
7. AR 6162.6(a) Use of Copyrighted Materials

The Board took action to approve the Board Policies listed above

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

The Superintendent hereby adopted the above policies (1-7) on this date.

Trustee Rodriguez left at 4:09 p.m.

4.0 INFORMATION ITEMS

4.1 Head Start/Early Head Start Reports

- a. Enrollment Update
- b. Program
- c. Financial Reports
- d. Policy Council Meeting Agenda

Debra Hinely, Director, Internal Business Services presented the fiscal report and reviewed the items in the Board packet. Gail Nadal reviewed the items in the Board packet and responded to questions of the Board. Trustee Taylor asked about the grant for the governor's proposal for preschool funding and if YCOE is applying. Dr. Beno stated that yes we plan to apply for the preschool inclusion grant and the consortium with Colusa and Yuba Counties. Trustee Taylor will email information to Dr. Beno.

4.2 Assembly Bills 1505 & 1507

President Yip reviewed the items in the Board packet. Significant amendments to the Bills continue to happen including the role of county boards and the appeal process for charter schools including fiscal responsibility and timeline changes. There are a lot of questions regarding these bills. The Governor is interested in both bills; there will be discussion on a possible draft resolution regarding the bills at the upcoming CCBE conference in Monterey on September 14-15, 2019

4.3 Dan Jacobs Update

Superintendent Garth Lewis updated the Board on Dan Jacobs/ORR in the Superintendent's report earlier in the meeting.

4.4 Alternative Education Attendance Reports

Renee Collins, Director, Student Services, reviewed the information in the Board packet and responded to questions of the Board. Trustee Souza Cole requested that the West Sacramento Cesar Chavez pie chart also include the number of students listed by percentage. She also requested that the enrollment date on the charts be labeled more clearly. The total enrollment for the month should be reported as the number of students in class at any point and present an accurate representation for the month. Trustee Taylor requested that the charts label the total enrollment as of the reported date.

4.7 2018-19 Annual Average Daily Attendance Report

Debra Hinely, Director, Internal Business Services presented this item for information and responded to questions of the Board. Juvenile Hall ADA was removed from the budget, but will be reinstated and presented as what was given at the Board of Supervisors meeting. Trustee Taylor commented on the declining attendance since April and what is causing that. Dr. Micah Studer, Executive Director, Equity & Support Services, stated that they have collected data and will be looking into the reason for the declining attendance. Trustee Moreno stated that it is important to be as accurate as possible. Trustee Taylor requested a presentation on this subject at the First Interim (Special Board meeting on December 10) to research trends; and build that information into the budget and LCAP. At the First Interim it would be helpful to hear a report on analysis data and trends and practices. Also the efforts around recruitment and attendance with YCCA and at the other two sites that is contributing to the low attendance.

4.5 Superintendent Resolution #18-19/01: LEA Plan for Yolo County Career Academy Charter School

Micah Studer, Executive Director, Equity and Support Services and Renee Collins, Director, Student Services, distributed copies and reviewed the power point, *Yolo County Career Academy*, (a copy of the handout can be found on file with the official records of this meeting). Items discussed included LEA Plan Components; LCAP Goals; and the LEA Plan Process. Dr. Beno commented on the list of questions on the budget from Trustee Souza Cole regarding expenditures not included in LCAP as a revenue source and requested a breakdown be sent to the Board. Also she commented on Page 6 of YCCA LCAP, fifty-five (55) students are listed under enrollment, is this number correct. Dr. Studer will look into this issue and make any corrective changes. Trustee Yip had a question regarding the ELAC representative, Gayelynn Gerhart, Principal, Alternative Education and should she be listed as a Non LEA employee on the document. Dr. Studer will review and get back to him and make any corrective actions if necessary.

Trustee Moreno commented on goals 2 & 3 in the document and if there is culturally relevant curriculum education that is being moved into the career academy. She stated that PBIS seems heavy on the humanist approach but not with the ethnic cultural approach to education. Ms. Collins stated that we try to be inclusive of both programs. Districts implementation of PBIS has universal supports for MTSS. Trustee Moreno attended a professional development conference in LA recently that included educators in counties that are also teaching

culturally relevant curriculum to students.

4.6 Grade Levels by Credits Policy for Student Handbook

Dr. Studer reviewed the information in the Board packet and responded to questions of the Board. The credits policy brings alignment with the Dashboard and Graduation, which represent efforts of staff and students in a year with credits to the public. Trustee Souza Cole has question on the use of word policy. There are office policy practices and then governing board policies. YCOE should consider adopting a governing board policy in this manner in which Gamut addresses this issue/policy. Per Dr. Studer YCOE adopted Board policy 6146.3 and Trustee Souza Cole asked if we could add the information in the student handbook to comply with board policy. Please revise AR 6146.3 and add information about credits and grade level assignments to be compatible with student handbook per Trustee Souza Cole.

4.8 County of Yolo, Department of Financial Services Report

Crissy Huey, Associate Superintendent, Administrative Services presented this item for information and responded to questions of the Board. A handout of the treasury pool document and what percentage Yolo COE (48%) is was presented to the Board. This amount fluctuates throughout the year. Trustee Souza Cole asked if it includes bond funds, which it does per Ms. Huey.

Trustee Souza Cole asked about the Redevelopment Agency (RDA) and what is happening with the money. Ms. Huey gave a summary about the process currently and stated that she and Veronica Moreno, Director, External Business Services have attended meetings with the company Public Economics and the County of Yolo to research where the RDA payments went. There have been many underpayments in areas and the methodology seems incorrect. YCOE has been working on the new methodology with the County of Yolo, who has been a wonderful partner through this process. YCOE will follow up on this issue and has agreed for the 18-19 and 19-20 year to use the new methodology, so schools can get paid correctly. YCOE has met with the County of Yolo and Public Economics and given updates with the districts on this issue. YCOE has also been involved in lots of research for the last seven (7) years. Moving forward, we are looking at a timeframe of October 2019 to discuss with the County of Yolo a collaborative agreement that is least harmful for everyone. We are also competing with the City of Davis and the City of Woodland for payments. YCOE will continue to work on this issue.

4.9 Public Disclosure of Costs Associated with the 2018-19 Collective Bargaining Agreement between the Yolo County Office of Education (YCOE) and the California School Employees Association (CSEA), Chapter #639

Superintendent Lewis reviewed the information in the Board packet and responded to questions of the Board.

4.10 Public Disclosure of Costs Associated with the 2018-19 Collective Bargaining Agreement between the Yolo County Office of Education (YCOE) and the American Federation of State, County and Municipal Employees (AFSCME)

Union

Superintendent Lewis reviewed the information in the Board packet and responded to questions of the Board.

4.11 Public Disclosure of Costs Associated with the 2018-19 Collective Bargaining Agreement between the Yolo County Office of Education (YCOE) and the Yolo Education Association (YEA), Chapter #71

Superintendent Lewis reviewed the information in the Board packet and responded to questions of the Board.

5.0 Suggested Future Agenda Items

August 2019 – Yearly report on Local Childcare Planning Council

September 2019 - The formal document with revisions of LCAP at Regular Board meeting September 2019.

September 2019 – Possible resolution for AB 1505 & 1507

September 2019 – YCOE Mission and Goals

Before October 2019 - Scheduling an information item that describes/explains role of YCOE Superintendent in approving the LCAPs.

Future meeting - How do we insure ourselves (YCOE - Statement Certifying Insurance to Cover Assets purchased with certificates)

Future meeting - The Board took action to remove the YCCA Charter – Education Protection Account Spending Plan for Fiscal Year 2019-20 from the agenda and to bring back as an information item after it is approved.

Future meeting - Trustee Souza Cole also requested information on Suite 160 in regards to services and budget at a future meeting

December 2019 - First Interim report on attendance and corresponding program update – Trustee Taylor

6.0 **ADJOURNMENT.** The meeting adjourned at 5:24 p.m.

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

Garth Lewis, Superintendent

/ys

YOLO COUNTY BOARD OF EDUCATION
Special Meeting
August 9, 2019
DRAFT MINUTES

1.0 CALL TO ORDER IN OPEN SESSION

The Yolo County Board of Education met on August 9, 2019 at 4:06 p.m.in Special Session in the Community Conference Room located at 1280 Santa Anita Court, Suite #100, Woodland, CA. Board Members present: Shelton Yip, Carol Souza Cole and Matt Taylor. Cirenio Rodriguez and Melissa Moreno were absent. Board President Yip presided. Garth Lewis, Superintendent of Schools, was present. The Pledge of Allegiance was recited.

2.0 PUBLIC COMMENT

No comments

3.0 APPROVAL OF BOARD AGENDA

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

4.0 CLOSED SESSION

4.1 Conference with legal counsel – anticipated litigation: Significant exposure to litigation [Govt. Code 54956.9(d)(2)][One case]

5.0 RECONVENE IN OPEN SESSION

Open session reconvened at 4:52 p.m. There was no action taken in Closed Session.

5.1 Approve Resolution 19-20/04 Regarding the Surrender of the Charter for, and Closure of, the “Yolo County Career Academy” (YCCA) Charter School [Education Code section 47605; Title 5 CCR sections 11962 and 11962.1]

Superintendent Lewis addressed the Board and public.

Statement was transcribed.

Before the Board is a request to accept my decision to surrender the charter, which authorizes the YCCA to operate as a charter school. I would like to thank the Board, YCOE staff, teachers, administrators, paraprofessionals, Superintendent Advisory Team (SAT), and our partner Marquez Designs for all of the work they have invested in the Yolo County Career Academy (YCCA). Your support and belief in the vision to address an unmet need in the community demonstrates our collective responsiveness and commitment to collaboration and innovation among government, education, and the private sector. The concept of charter in the school to serve transitional age youth commonly defined as youth ages 16-24, during the 2018-19 school year allowed us to graduate a student who likely would not have graduated

from high school in the near term. We also touched the lives of fifteen (15) students and their families in meaningful ways. Also, through the hard work of the staff, partners and trustees, YCCA was able to earn an initial accreditation through Western Association of Schools and Colleges (WASC), which is no easy task. So, we wanted to acknowledge the fact that there was a lot of effort invested. These are just some of the reasons why it was difficult to reach the decision to request your acceptance of my surrender of the YCCA Charter, effectively closing the school.

The fact is, approaching the start of 2019-20 school year to date we are well short of the student enrollment target of fifty (50) students in order to meet the funding needed for operational costs. At the most recent count we had eight (8) students that completed the entire enrollment packet for school and this fact is the primary driver of my decision to surrender the charter, a decision made in consultation with SAT and our legal team. If the resolution before the Board is accepted then all school operations will cease immediately and the appropriate members of the YCOE team will work to address the impact of this decision on students and families, our staff and partners. At this time, I am open to answer any questions from the Board.

Trustee Yip asked if there were any comments from the public. *There were no comments.*

Trustee Taylor asked what will happen to the eight (8) students who are currently enrolled. Dr. Carolynne Beno, Associate Superintendent, Educational services stated that our team needs input from staff to move forward and we are aware that students are very invested in the program. We will be working with their families to figure out proper placement and the most appropriate next step. Some students may enroll at Cesar Chavez Community School or a district school.

Trustee Taylor requested a report on this subject at the August/September Regular Board meetings. He also requested an update to be included on every meeting agenda (a standing item) on what is happening with the facility and to the students. Trustee Souza Cole requested a reporting protocol checklist from when the charter school closes to the inventory and audits of the facility. She would also like to know what the use of the facility will be with our partners (WCC, Adult Education, High schools) in Yolo County.

Superintendent Lewis stated that an amazing amount of support was provided, including an investment of close to one (1) million in renovation for the building. We will need to be responsible and prudent to look for other opportunities to use the facility as part of educational programming in Yolo County. The team fully embraces that a charter could rise again in the future for YCOE and an initial needs assessment of another educational option for yolo county youth is needed but due to current enrollment we can't prolong this decision to surrender/close since it would be irresponsible. YCOE will reassess what is the best plan to serve young adults in the future.

Motion by Trustee Taylor and Second by Trustee Souza Cole, the County Board approved Resolution 19-20/04 Regarding the Surrender of the Charter for, and Closure of, the “Yolo County Career Academy” Charter School [Education Code section 47605; Title 5 CCR sections 11962 and 11962.1] by unanimous vote of the Board.

Trustee Souza Cole and Trustee Yip stated that they appreciate staff and the Superintendent’s work and acknowledge how difficult this decision is. Trustee Yip was impressed by the students who spoke during the YCCA opening and WASC accreditation process. He stated that he understands that this has been a very difficult process to surrender/close YCCA.

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

5.0 MOTION FOR ADJOURNMENT

The meeting adjourned at 5:05 p.m.

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

Garth Lewis
Yolo County Superintendent of Schools and
Secretary to the Yolo County Board of Education

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

August 2019

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Andrea Soto	Short Term Staff Permit
Jennifer McNeil	PPS & Administrative Services
Anne Boyden	Emergency CLAD
Gretchen Connors	Limited Assignment
Edward Carrillo	Short Term Staff Permit
Aria Lindsay	Limited Assignment
Thomas Taylor	Limited Assignment

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Kimberly Russo	District Intern

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Vineeta Kumar	30-Day Substitute Permit

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Gabrielle Franke	30-Day Substitute Permit

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Jacqueline Taylor	CLAD
Nicholas Latteri	Administrative Services
Candace Ng	CLAD
Florina Davila	Education Specialist
Mayra Cortes	BCLAD
Savannah Smith	CLAD & CTE
Justin Hardcastle	Short Term Staff Permit
Daisy Valenzuela	Multiple Subject
Naomi Gonzalez	30-Day Substitute Permit
Christina Alva	CD Site Supervisor
Sandra Pantaleoni	Limited Assignment
Katelyn Dahl	CLAD
Danielle Herrmann	CLAD
Yadira Guzman	CD Site Supervisor

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate
Daisy Maya	CD Site Supervisor

Total TCC's for the Month of August 2019: 25

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

5.2. Resolution #19-20/09: In Support of High School Voter Weeks (last two weeks in September)

Type:

Action

Quick Summary/Abstract:

Education Code 49040 cites that the last two full weeks in April and September be known as "High School Voter Weeks." This resolution meets the defined education code.

Description:

Superintendent Garth Lewis will present this item.

Recommended Motion:

For Action.

Attachments:

1. HS Voter Weeks Resolution



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

Resolution #19-20/09

In Support of High School Voter Weeks, September 16-30, 2019

WHEREAS, Education Code 49040 lists the last two full weeks in April and in September as “High School Voter Weeks,” and is supported by the Student Voter Registration Act of 2003, and,

WHEREAS, it is vital that communities in Yolo County, including 18-24 year olds, immigrants, seniors and low-income populations and those who are traditionally underrepresented be represented at the polls, and,

WHEREAS, in the coming months the High School Voter Weeks through traditional and nontraditional methods focus on increasing voter registration and voter turnout, and work to educate communities on the importance of voting;

NOW, THEREFORE, LET IT BE RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools endorse, and support the High School Voter Weeks of September 16-30, 2019

BE, IT FURTHER, RESOVLED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools encourage local school districts to develop outreach activities, such as holding voter registration drives and special events to deliver the message of how voting could impact local schools; and encourage high school students to coordinate activities to register eligible students and parents; and encourage teachers to conduct appropriate lessons related to voting, so that elementary and middle school students can encourage their parents to engage in the upcoming elections.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on August 29, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Shelton Yip, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

5.3. Resolution #19-20/10: School Attendance

Type:

Action

Quick Summary/Abstract:

Superintendent Garth Lewis along with the Yolo County Board of Education are putting forth a resolution to create awareness for the importance of student attendance in school.

Description:

Superintendent Garth Lewis will present this item.

Recommended Motion:

For Action.

Attachments:

1. School Attendance Resolution



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

Resolution #19-20/10: School Attendance

WHEREAS, the Yolo County Board of Education (YCBE) believes that attendance is a critical element within the school system for the purpose of obtaining meaningful exposure to the core curriculum; and

WHEREAS, the YCBE believes that an opportunity lost due to an absence cannot be fully secured through other means; and

WHEREAS, the YCBE believes that individual student learning and achievement is directly related to attendance; and

WHEREAS, the YCBE believes that the development of student attendance habits will directly affect workplace attendance and reliability; and

WHEREAS, the YCBE recognizes that schools, parents and communities must work as informed, knowledgeable, and proactive partners; and

WHEREAS, expectations and consequences of school absence will be effectively shared with parents, students, and communities;

NOW, THEREFORE BE IT RESOLVED, that the Yolo County Board of Education is committed to and encourages local districts and schools to champion individual student success by having clearly defined attendance policies that maximize student achievement and mastery of core curriculum standards.

BE IT FURTHER RESOLVED, that the Yolo County Office of Education prepare and administer a campaign to heighten awareness of absenteeism including consequences and attendance expectations.

BE IT FURTHER RESOLVED, that the Yolo County Board of Education encourages and empowers teachers to adopt attendance as part of classroom-level grading policies where appropriate.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on August 29, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Shelton Yip, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

5.4. Resignation of Trustee Area 3 Board Member Cirenio Rodriguez; Initiate Process to Fill Trustee Rodriguez's Vacancy [Gov't Code Section 1770, Board Bylaw 9223].

Type:

Action

Discussion

Recommended Motion:

For Discussion/Action

Attachments:

1. Resignation

TO: Garth Lewis , Superintendent
FROM: Cirenio Rodriguez, Board of Trustee Member
CC: Shelton Yip, Board President
RE: Resignation
DATE: August 23, 2019

This memo serves to inform you that I will resign my seat on the Yolo County Board of Education effective October 23, 2019. I want to wish you and the rest of the board and staff good luck in the foreseeable future.

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6. INFORMATION ITEMS

Type:

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6.1. Head Start/Early Head Start Reports

Type:

Informational

Quick Summary/Abstract:

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

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

- a. Enrollment update - this is a standing report to the Board
- b. Program - this is a standing report to the Board
- c. Financial Reports - this is a standing report to the Board
- d. Policy Council Meeting Minutes - this is a standing report to the Board
- e. Policy Council Meeting Agenda - this is a standing report to the Board

Recommended Motion:

For information.

Attachments:

- 1. Attendance Report
- 2. August 2019 Board Report
- 3. July 2019 Financial Reports
- 4. July 2019 PC Minutes
- 5. August PC Meeting Agenda



Head Start / Early Head Start



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

EARLY HEAD START

Date: Wednesday , August 9 , 2019				Report Outcomes for the month of July 2019			
#	Program	Site	Ages	Waiting Lists C = Complete () = Over income	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	EHS/State	Lemen	6 wk. – 30 mos.	C9(5)	87.50%	4	4
					96.59%		
					97.62%		
2	EHS/State EHS/State	Alyce Norman	6 wk. – 36 mos.	C15(7)	93.18%	3	3
					65.91%		
					80.30%		
					89.19%		
					84.00%		
					91.55%		
					88.24%		
3	EHS/State	Valley Oak	24-36 mos.	C1(0)	96.34%	12	9
					89.66%		
					N/A		
4	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C5(2)	N/A	37	37
SUB TOTAL				C30(14)	88.34%	88	85

HEAD START

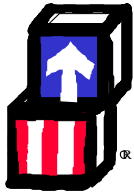
	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Alyce Norman	3 – 5	C29(3)	91.95%	16	16
2					N/A	N/A	N/A
3					95.17%	20	20
4					N/A	N/A	N/A
5	State ONLY	Alyce Norman	3 – 5	C()	90.31%	16	14
1	HS/State	Charter	3 – 5	C()	N/A	N/A	N/A
2					N/A	N/A	N/A
1	HS/State	Esparto	3 - 5	C()	N/A	N/A	N/A
2					N/A	N/A	N/A
2	HS/State	Lincoln	3 – 5	C()	N/A	N/A	N/A
4					N/A	N/A	N/A
6					N/A	N/A	N/A
1	HS/State	Plainfield	3 – 5	C()	N/A	N/A	N/A
1	HS/State	Sci- Tech	3 – 5	C()	N/A	N/A	N/A
1	HS/State	Valley Oak	3 – 5	C()	N/A	N/A	N/A
1	HS/State	Wolfskill	3 - 5	C()	N/A	N/A	N/A



Head Start / Early Head Start

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

	SUB TOTAL	C29(3)	92.48%	52	50
TOTAL		C59(17)	90.41%	140	135



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

August 2019

Director's Report

PROGRAM UPDATE

Teaching staff and Family Support workers have returned from Summer break and each team is working to prepare for the new school year.

Classrooms moves have been completed and room set up and licensing are currently in the works

Policy Council meeting took place at Alyce Norman and we had a quorum to move the program through on approvals.

We are excited to have our new employees join our team for the 2019-2020 school year.

TRAINING AND TECHNICAL ASSISTANCE:

Pre-Service has begun and the staff are energized and ready to learn about the new regulations and changes this year.

Training and Assistance will be focused on the two federal reviews that YCOE will have this year which will include CLASS assessment scoring and School Readiness, Family Engagement and Attendance.

PLANNING

We will be working closely with our Community Partners with upcoming year and will have set meeting dates through the year to enhance communications with our partners.

Quality Counts (QCC) and QRIS will begin its new funding year and we have many exciting new Professional Development trainings to support increasing scores in the assessment areas of CLASS and ECERS.

HEAD START/PROGRAMA HEAD START			
Resource 5210/Recurso 5210			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	2,923,212.00
Expenditures/Gastos:			
Salaries/Salarios	\$	66,219.00	\$ 66,219.00
Benefits/Beneficios	\$	25,314.85	\$ 25,314.85
Supplies/Provisiones	\$	-	\$ -
<i>Parent Activities/Actividades de los padres</i>	\$	-	\$ -
Site Supplies/Articulos de oficina para el centro	\$	-	\$ -
Contracted Services/Servicios Contratados	\$	4,647.25	\$ 4,647.25
Operations/Gastos de Operacion	\$	2,257.50	\$ 2,257.50
Building/Land Improvements	\$	-	\$ -
Indirect Costs/Castos Indirectos	\$	-	\$ -
Cafeteria Fund/transferecia al fondo del café	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	98,438.60	\$ 98,438.60

EARLY HEAD START/PROGRAMA EARLY HEAD START			
Resource 5212/Recurso 5212			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	1,115,238.00
Expenditures/Gastos:			
Salaries/Salarios	\$	39,817.65	\$ 39,817.65
Benefits/Beneficios	\$	15,287.15	\$ 15,287.15
Supplies/Provisiones	\$	-	\$ -
<i>Parent Activities/Actividades de los padres</i>	\$	-	\$ -
Site Supplies/Articulos de oficina para el centro	\$	-	\$ -
Contracted Services/Servicios Contratados	\$	1,098.23	\$ 1,098.23
Operations/Gastos de Operacion	\$	752.50	\$ 752.50
Building/Land Improvements	\$	-	\$ -
Indirect Costs/Castos Indirectos	\$	-	\$ -
Cafeteria Fund/transferecia al fondo del café	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	56,955.53	\$ 56,955.53

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	\$	-	\$ -
<i>Parent Activities/Actividades de los padres</i>	\$	-	\$ -
Site Supplies/Articulos de oficina para el centro	\$	-	\$ -
Contracted Services/Servicios Contratados	\$	-	\$ -
Operations/Gastos de Operacion	\$	744.00	\$ 744.00
Indirect Costs/Castos Indirectos	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	744.00	\$ 744.00

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	\$	-	\$ -
<i>Parent Activities/Actividades de los padres</i>	\$	-	\$ -
Site Supplies/Articulos de oficina para el centro	\$	-	\$ -
Contracted Services/Servicios Contratados	\$	-	\$ -
Operations/Gastos de Operacion	\$	4,574.17	\$ 4,574.17
Indirect Costs/Castos Indirectos	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	4,574.17	\$ 4,574.17

Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount	Credit Cards	Monthly Expense
Breakfast	0	0.00	Visa	\$ 2,079.60
AM Snacks	\$ -	\$ -	Wal-Mart	\$ 79.55
Lunch	0	\$ -	Nugget/Food 4 Less	\$ -
PM Snacks	0	\$ -	Interstate Oil	\$ 363.41
Total Reimbursement	\$ -	\$ -	Total Credit Cards	\$ 2,522.56

Calculation of In-Kind Contributions			Administrative Percent Calculation	
	Dollars Expended Year-To-Date	In-Kind Required		
Head Start:	\$ 98,438.60	\$ 24,609.65	Maximum Percent Allowed	15%
HS T & TA	\$ 744.00	\$ 186.00	Calculated Percent for the Month	19%
Early HS	\$ 56,955.53	\$ 14,238.88	Annual Percentage	19%
EHS T & TA	\$ 4,574.17	\$ 1,143.54		
Total	\$ 160,712.30	\$ 40,178.08		
	Amount Required:	\$ 40,178.08		
	Actual In-Kind:	\$ 207,204.00		
	*Surplus/(Deficit):	\$ 167,025.93		
If deficit: will be returned to Federal Government from unrestricted dollars				

**Executive Summary
2019/2020 Fiscal Year
July 2019**

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	\$ 2,923,212	\$ 98,439	\$ 98,439	\$ 1,054,081	\$1,770,692	3.37%	36.06%	60.57%
Early Head Start	\$ 1,115,238	\$ 56,956	\$ 56,956	\$ 652,301	\$ 405,981	5.11%	58.49%	36.40%
Head Start T&TA	\$ 34,554	\$ 744	\$ 744	\$ 350	\$ 33,460	2.15%	1.01%	96.83%
Early Head Start T&TA	\$ 25,983	\$ 4,574	\$ 4,574	\$ 4,630	\$ 16,778	17.60%	17.82%	64.57%
Total Grant	\$ 4,098,987	\$ 160,712	\$ 160,712	\$ 1,711,363	\$2,226,912	3.92%	41.75%	54.33%

Credit Cards	Monthly Expense
Visa	\$ 2,079.60
Wal-Mart	\$ 79.55
Nugget/Food 4 Less	\$ -
Interstate Oil	\$ 363.41
Total Credit Card Expense	\$ 2,522.56

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	19%
Annual Percentage	19%

Calculation of In-Kind Contributions		
	Dollars Expended	In-Kind Required
	Year-To-Date	
Head Start:	\$ 98,438.60	\$ 24,609.65
Head Start T & TA:	\$ 744.00	\$ 186.00
Early Head Start:	\$ 56,955.53	\$ 14,238.88
Early Head Start T & TA:	\$ 4,574.17	\$ 1,143.54
Total	\$ 160,712.30	\$ 40,178.08
	Amount Required:	\$ 40,178.08
	Actual In-Kind:	\$ 207,204.00
	*Surplus/(Deficit):	\$ 167,025.93
If deficit: will be returned to Federal Government from unrestricted dollars		

	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount
Breakfast			\$ -
AM Snacks		\$ -	\$ -
Lunch		\$ -	\$ -
PM Snacks		\$ -	\$ -
Total Reimbursement		\$ -	\$ -

**EARLY HEAD START
2019/2020
July**

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	1,115,238		1,115,238	0	0	0	1,115,238	100.00%
Prior Year	0	0	0	0	0	0	0	#DIV/0!
COLA	0		0		0		0	
Total Revenues	1,115,238	0	1,115,238	0	0	0	1,115,238	100.00%
Expenditures								
Salaries	593,088	0	593,088	39,818	39,818	434,281	118,990	20.06%
Benefits	267,938	0	267,938	15,287	15,287	168,056	84,595	31.57%
Supplies	33,226	0	33,226		0	9,085	24,141	72.66%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	33,226	0	33,226	0	0	9,085	24,141	72.66%
Travel & Conference	9,682	0	9,682	0	0	0	9,682	100.00%
Dues & Memberships	653	0	653	753	753	0	(100)	-15.24%
Insurance	4,200	0	4,200	0	0	0	4,200	100.00%
Operations and Housekeeping		0	0	0	0	0	0	
Rentals, Leases, Repairs & Noncapitalized								
Improvements	725	0	725	0	0	0	725	100.00%
Direct Costs for Transfer of Services	62,852	0	62,852	0	0		62,852	100.00%
Professional/Contracted Services & Operating								
Expenditures	50,151	0	50,151	1,098	1,098	40,000	9,053	0.00%
Intergovernmental Fees	76	0	76	0	0	879	(803)	
Indirect Costs	92,647	0	92,647	0	0		92,647	100.00%
Tsfer to Cafe Fund	0	0	0	0	0		0	#DIV/0!
Total Expenditures	1,115,238	0	1,115,238	56,956	56,956	652,301	405,981	36.40%

**PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2019/2020**

Recurso 5212	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
						Lo que va del año	Sobrecargado		
Ingresos:									
	Todos los otros Federales	1,115,238	0	1,115,238	0	0	0	1,115,238	100.00%
		0		0				0	#DIV/0!
		0		0		0		0	
	Total de Ingresos	1,115,238	0	1,115,238	0	0	0	1,115,238	100.00%
Gastos:									
	Salarios	593,088	0	593,088	39,818	39,818	434,281	118,990	20.06%
	Beneficios	267,938	0	267,938	15,287	15,287	168,056	84,595	31.57%
	Provisiones	33,226	0	33,226	0	0	9,085	24,141	72.66%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	0	0	0	0	0	0	0	#DIV/0!
	<i>Artículos de oficina para el centro</i>	33,226	0	33,226	0	0	9,085	24,141	72.66%
	Viaje y Conferencia	9,682	0	9,682	0	0	0	9,682	100.00%
	Cuotas y Membresías	653	0	653	753	753	0	(100)	-15.24%
	Seguro	4,200	0	4,200	0	0	0	4,200	
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	725	0	725	0	0	0	725	
	Costos Directos para Transferencias de Servicios	62,852	0	62,852	0	0	0	62,852	100.00%
	Servicios Profesionales/Contratados y Gastos de	50,151	0	50,151	1,098	1,098	40,000	9,053	18.05%
	Cuotas Intergubernamentales	76	0	76	0	0	879	(803)	-1056.45%
	Gastos Indirectos	92,647	0	92,647	0	0	0	92,647	100.00%
	transferencia al fondo del café	0	0	0	0	0	0	0	#DIV/0!
			0	0					
	Total de Gastos	1,115,238	0	1,115,238	56,956	56,956	652,301	405,981	36.40%

**HEAD START
T & TA
2019/2020
July**

Resource 5208

		Expended/Received							
CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Encumbered	Balance	%	
Revenues									
All Other Federal	34,554	0	34,554	0	0	0	34,554	100.00%	
COLA	0		0				0		
Total Revenues	34,554	0	34,554	0	0	0	34,554	100.00%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	6,483	0	6,483	0	0	350	6,133	94.60%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,400	0	1,400	0	0	0	1,400	100.00%	
<i>Site Supplies</i>	5,083	0	5,083	0	0	350	4,733	93.11%	
Travel & Conference	10,181	0	10,181	744	744	0	9,437	92.69%	
Contracted Services	15,019	0	15,019	0	0	0	15,019	100.00%	
Indirect Costs	2,871	0	2,871	0	0	0	2,871	100.00%	
Total Expenditures	34,554	0	34,554	744	744	350	33,460	96.83%	

**PROGRAMA HEAD START
T y TA
PRESUPUESTO 2019/2020**

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		34,554	0	34,554	0	0	0	34,554	100.00%
COLA		862		862				862	
Total de Ingresos		34,554	0	34,554	0	0	0	35,416	102.49%
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		6,483	0	6,483	0	0	350	6,133	94.60%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		<i>1,400</i>	<i>0</i>	<i>1,400</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1,400</i>	<i>100.00%</i>
<i>Artículos de oficina para el centro</i>		<i>5,083</i>	<i>0</i>	<i>5,083</i>	<i>0</i>	<i>0</i>	<i>350</i>	<i>4,733</i>	<i>93.11%</i>
Viaje y Conferencia		10,181	0	10,181	744	744	0	9,437	
Servicios Contratados		15,019	0	15,019	0	0	0	15,019	100.00%
Gastos Indirectos		2,871	0	2,871	0	0	0	2,871	0.00%
Total de Gastos		34,554	0	34,554	744	744	350	33,460	96.83%

**HEAD START
2019/2020 BUDGET
July**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received			Balance	% %
				Current	Year-to-date	Encumbered		
Revenues								
All Other Federal	2,923,212		2,923,212	0	0		2,923,212	100.00%
Prior Year	0	0	0	0	0		0	#DIV/0!
COLA	0		0	0	0		0	0.00%
Total Revenues	2,923,212	0	2,923,212	0	0	0	2,923,212	100.00%
Expenditures:								
Salaries	1,501,917	0	1,501,917	66,219	66,219	721,499	714,199	47.55%
Benefits	731,045	0	731,045	25,315	25,315	278,272	427,458	58.47%
Supplies	50,565	0	50,565	0	0	5,410	45,155	89.30%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	7,696	0	7,696	0	0	0	7,696	100.00%
<i>Site Supplies</i>	42,869	0	42,869	0	0	5,410	37,459	87.38%
Travel & Conference	18,091	0	18,091	0	0	0	18,091	100.00%
Dues & Memberships	1,384	0	1,384	2,258	2,258	0	(874)	-63.11%
Insurance	13,568	0	13,568	0	0	0	13,568	100.00%
Operations & Housekeeping	580	0	580	0	0	0	580	100.00%
Rentals, Leases, Repairs & Noncapitalized Improvements	5,997	0	5,997	0	0	0	5,997	100.00%
Direct Costs for Transfer of Services	210,541	0	210,541	0	0		210,541	100.00%
Professional/Contracted Services & Operating Expenditures	141,835	0	141,835	4,647	4,647	48,899	88,288	62.25%
Intergovernmental Fees	4,847	0	4,847	0	0	0	4,847	100.00%
Land Improvements	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	242,842	0	242,842	0	0		242,842	100.00%
Tsfer to Cafe Fund	0	0	0	0	0		0	#DIV/0!
Total Expenditures	2,923,212	0	2,923,212	98,439	98,439	1,054,081	1,770,692	60.57%

**PROGRAMA HEAD START
PRESUPUESTO 2019/2020**

Recurso 5210		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Gastado/Recibido Sobrecargado	Balance	% %
CATEGORÍA									
Ingresos:									
	Todos los otros Federales	2,923,212	0	2,923,212	0	0		2,923,212	100.00%
		0	0	0	0	0	0	0	
	COLA	0	0	0	0	0		0	
	Total Revenues/Total de Ingresos	2,923,212	0	2,923,212	0	0	0	2,923,212	
Gastos:									
	Salarios	1,501,917	0	1,501,917	66,219	66,219	721,499	714,199	47.55%
	Beneficios	731,045	0	731,045	25,315	25,315	278,272	427,458	58.47%
	Provisiones	50,565	0	50,565	0	0	5,410	45,155	89.30%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	7,696	0	7,696	0	0	0	7,696	0.00%
	<i>Artículos de oficina para el centro</i>	42,869	0	42,869	0	0	5,410	37,459	87.38%
	Viaje y Conferencia	18,091	0	18,091	0	0	0	18,091	100.00%
	Cuotas y Membresías	1,384	0	1,384	2,258	2,258	0	(874)	-63.11%
	Seguro	13,568	0	13,568	0	0	0	13,568	100.00%
		580	0	580	0	0	0	580	100.00%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	5,997	0	5,997	0	0	0	5,997	100.00%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	210,541	0	210,541	0	0	0	210,541	100.00%
		141,835	0	141,835	4,647	4,647	48,899	88,288	62.25%
	Cuotas Intergubernamentales	4,847	0	4,847	0	0	0	4,847	100.00%
	Mejoras a los Terrenos	0	0	0	0	0	0	0	#DIV/0!
	Gastos Indirectos	242,842	0	242,842	0	0	0	242,842	100.00%
	transferencia al fondo del café	0	0	0	0	0	0	0	#DIV/0!
			0	0					
	Total de Gastos	2,923,212	0	2,923,212	98,439	98,439	1,054,081	1,770,692	60.57%

**EARLY HEAD START
T & TA
2019/2020 BUDGET
July**

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	25,983	0	25,983	0	0	0	0	25,983	100.00%
Total Revenues	25,983	0	25,983	0	0	0	0	25,983	100.00%
Expenditures									
Salaries	0	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0	0.00%
Supplies	6,082	0	6,082	0	0	0	350	5,732	94.25%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	4,057	0	4,057	0	0	0	0	4,057	100.00%
<i>Site Supplies</i>	2,025	0	2,025	0	0	0	0	2,025	100.00%
Travel & Conference	10,568	0	10,568	4,574	4,574	4,280		1,713	16.21%
Contracted Services	7,175	0	7,175	0	0	0		7,175	100.00%
Indirect Costs	2,158	0	2,158	0	0	0		2,158	100.00%
			0						
Total Expenditures	25,983	0	25,983	4,574	4,574	4,630		16,778	64.57%

**PROGRAMA EARLY HEAD START
T & TA
PRESUPUESTO 2019/2020**

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	0	0	0	25,983	100.00%
Total de Ingresos		25,983	0	25,983	0	0	0	25,983	
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		6,082	0	6,082	0	0	350	5,732	94.25%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		4,057	0	4,057	0	0	0	4,057	100.00%
<i>Artículos de oficina para el centro</i>		2,025	0	2,025	0	0	0	2,025	100.00%
Viaje y Conferencia		10,568	0	10,568	4,574	4,574	4,280	1,713	16.21%
Servicios Contratados		7,175	0	7,175	0	0	0	7,175	100.00%
Gastos Indirectos		2,158	0	2,158	0	0	0	2,158	100.00%
Total de Gastos		25,983	0	25,983	4,574	4,574	4,630	16,778	64.57%

**HEAD START/EARLY HEAD START
CREDIT CARD REPORT
2019/2020
July**

MANAGER	VISA
Gail Nadal	
Travel/Conference	\$ 1,785.62
Center Supplies	\$ -
TOTAL	\$ 1,785.62
Genet Telahun	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Amee Dowkes	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Gustavo Melgoza	
Travel/Conference	\$ 293.98
Center Supplies	\$ -
TOTAL	\$ 293.98
Maria Luna	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
VISA Grand Total	\$ 2,079.60 ****
Nugget/Food4Less	\$ -
InterState Oil	\$ 363.41
Wal Mart	\$ 79.55
TOTAL MONTHLY EXPENDITURES:	\$ 2,522.56

**Credit card statements available upon request

**Programas Head Start/Early Head Start
 REPORTE DE TARJETAS DE CRÉDITO
 Año FISCAL 2019/2020**

SUPERVISOR

VISA

Gail Nadal

Viaje/Conferencia	\$	1,785.62
Artículos para el centro	\$	-
	\$	<u>1,785.62</u>

Genet Telahun

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

Amee Dowkes

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

Gustavo Melgoza

Viaje/Conferencia	\$	293.98
Artículos para oficina	\$	-
Total	\$	<u>293.98</u>

VISA Grand Total \$ 2,079.60

NUGGET/FOOD 4 LESS	\$	-
INTERSTATE OIL	\$	363.41
Wal Mart	\$	79.55

Total de Gastos Mensuales: \$ 2,522.56 ***

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

**HEAD START/EARLY HEAD START
2019/2020 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	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
August	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
September	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
October	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
November	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
December	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
January	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
February	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
March	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
April	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
May	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
June	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
		\$ 207,204.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207,204.00

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of July 31 ,2019	In-Kind Required
Head Start:	98,438.60	24,609.65
Head Start T & TA:	744.00	186.00
Early Head Start:	56,955.53	14,238.88
Early Head Start T & TA:	4,574.17	1,143.54
Total:	160,712.30	40,178.08

Amount Required: 40,178.08
Actual In-Kind: 207,204.00

*Surplus/(Deficit): 167,025.93

Surplus(Deficit): 167,025.93

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

**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES
July 26, 2019
1200 Anna Street West Sacramento, CA 95605**

Council Members Present:

*Bethel Ibarra-Avalos
Inés Vázquez
Lorena León
Nathalie Jiménez
Luisa Santizo*

YCOE Administration:

*Carolynne Beno, Assistant Superintendent
Margie Valenzuela, HR Executive Director*

Community Members Present:

YCOE Staff:

*Gail Nadal, ECE Director
Genet Telahun, Program Administrator
Amee Dowkes, Education Services Manger
Nicole Castrejon, Family Support Service Manager
Marco Raya, Interpreter
Vanessa Lopez, Secretary
Connie Luna-Garcia, Site Coordinator
Jacqueline Tam, Site Coordinator
Kim Magallanes, Sr. Business Services Tech., Fiscal*

AFSCME Council 57:

1. **Call to Order:** The meeting was called to order by **Bethel Ibarra-Avalos** at 10:40 a.m.
2. **Introductions/Recognition of Visitors:** Policy Council members introduced themselves.
3. **Consent Agenda:**
 - 3.1 Approval of July 26, 2019 Agenda **M1: Natalie Jimenez, M2: Ines Vazquez**
 - 3.2 Approval of May 24, 2019 Minutes **M1: Natalie Jimenez, M2: Ines Vazquez**
 - 3.3 Add to Agenda 7.2 Approval of Financial Standard Form SL425 **M1: Ines Vazquez M2: Natalie Jimenez**
4. **Public Comment:** *None*
5. **Adjourn to Closed Session:**
 - 5.1 Employment of New Hires – *Margie Valenzuela* – **M1: Natalie Jimenez, M2: Luisa Santizo**
 - 5.2 Employment of Substitutes – *Margie Valenzuela*- **None**
 - 5.3 Employment of Variable Service Providers – *Margie Valenzuela* – **None**
6. **Open Session:**

6.1 Old Business:

- 6.1.1 Lincoln Closure Update:** Gail Nadal
Lincoln is officially closed.

6.2 New Business:

- 6.2.1 SEAL Dual Language Cohort Grant Award:** Gail Nadal
SEAL Grant has been approved for Woodland, Esparto and Winters sites. Sites chosen to participate will have Coaching to support Dual Immersion Language in the classrooms. Kick off for this Grant will begin August 7, 2019 during Pre-Service at Santa Anita Conference Center starting at 8:30 am.
- 6.2.2 Preschool Inclusion Grant:** Gail Nadal
Grant has been approved. This Grant will support children with IEP and other Special Needs. Partnership with YCOE SELPA and Special Ed. Departments, we will be providing a Coach for all classrooms to support the concept of Inclusion.

7. Financial Report/Finance Committee: Kim Magallanes-

- 7.1.1 Financial:** We are not done with closing of June we expect to fully be expended. Not all invoices have been turned in, in order to have them paid and closed we are working on that.
- 7.1.2 Standard Form 425:** review and approval of Form SL425 **M1: Ines Vazquez M2: Natalie Jimenez**

8. Program Operation: (10-15 minutes)

- 8.1 Service Area Reports- Gail Nadal**
We are at the Highest to repair for the First Day of School. Classrooms are being moved, Licensing is being set up for the new classrooms. Our long term LPA from Licensing has left and we are waiting for our new person to be assigned. We have several sites that need to be licensed before the first day of school. The following sites need to be Licensed: Greengate has two new classrooms, Prairie has one classroom, Plainfield has a room change and Alyce Norman has the addition of two classrooms. Thanked Parents for their willingness to do enrollment process at Santa Anita.
- 8.2 Program Operations- Gail Nadal for Genet Telahun**
Our focus is recruitment and enrollment, FSSA's are very busy working on this. Would like to tell Parents to bear with us while we finish updating our phone numbers. Our main number from Lincoln 530-668-3030 has been transferred to Alyce Norman and Vanessa will still answer that line. Would like to give a Lice update on our policy concerning Lice. Since 85% of our Parents do not want to change the Lice Policy we will keep the same Policy with the addition of better communication between families, we will ensure steps to make the children feel comfortable while checking for Lice and we will change our Policy about calling parents to come pick up child in middle of day if Lice is found.
- 8.3 Family Support Services- Nicole Castrejon NONE**
Gail let everyone know that Nicole is at a YCOE Staff Training and was not able to attend meeting.
- 8.4 Child Health Services- Ameer Dowkes for Gustavo**
Reviewed report.

8.5 Education Services/Special Services- Amee Dowkes

Prior to closure of certain schools, we had open houses in May, 10 month classes have closed for the Summer, prepared for closures in June, we have ordered materials for next year and are preparing for Pre-Service Training. There will be a Training August 1 and 2 for selected individuals.

8.6 Nutrition Services- TBD Gail

Since Stephanie has left Gail and Gustavo are working on making sure that the food quality is the same as Lincoln Kitchen was.

8.7 Site Coordinator- Jacqueline Tam for Connie Luna

DRDP's, Vanessa will now be taking over AESOP with Jacky as her back up, weekly meeting with Home Base Teachers, recruiting for Home Base, Open House for EHS went well and has been cleaning shed due to the moves.

8.8 Site Coordinator- Cambria –Jacqueline Tam for Silvia Meza-Lara

Special activities were Open House, 10 month classrooms have closed for the Summer, Silvia has just started and Amee had been previously been covering these sites.

8.9 Site Coordinator- Jacqueline Tam

June and July we did not have Technical Training since school was out for the Summer, we have 5 classrooms running for the Summer, Room 11 and 12 are new classrooms that came from Charter, all FSSA's are working on enrollments, we have ordered new material for the new school year, preparing for Pre-Service Training, we are working on ASQ assessment.

8.10 Site Coordinator- Sandra Hernandez NONE

9.0 Program Reports:

9.1 Community Update- **No Report**

9.2 Lincoln Center- **No Report**

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 –

Regular Meeting will be Friday August 23, 2019 at 10:30 a.m. -12:30 p.m. at Alyce Norman

11 Motion for Adjournment – The meeting adjourned at 11:23 a.m.

M1: Natalie Jiménez, M2: Luisa Santizo

Notice of Public Meeting

**YOLO COUNTY OFFICE OF EDUCATION
HEAD START/EARLY HEAD START/STATE FUNDED PROGRAMS
POLICY COUNCIL MEETING AGENDA
August 23, 2019 from 10:30 a.m. to 12:30 p.m.
1200 Anna Street, West Sacramento, CA 95691**

- 1.0 Call to Order**
- 2.0 Introductions/Recognition of Visitors**
- 3.0 Consent Agenda:**
These items are expected to be routine and non-controversial. They will be acted upon by the Policy Council at one time without discussion unless a Policy Council member 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.

Action

- 3.1 Approve August 23, 2019 Agenda**
3.2 Approve July 26, 2019 Minutes

Action

- 4.0 Public Comment:**
This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Policy Council 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 Policy Council concerning an item on the agenda by completing the form provided at the door.

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

**Discussion &
Possible Action**

- 5.0 Adjourn to Closed Session:**
5.1 Employment of New Hires – Margie Valenzuela
5.2 Employments of Substitutes – Margie Valenzuela
5.3 Employment of Various Service Providers – Margie Valenzuela

In compliance with the Brown Act regulations, this agenda must be posted at least 48 hours prior to the meeting at the following locations: 1280 Santa Anita Court, Suite 140, Woodland, CA 95776-6106; 1230 ½ Lemen Avenue, Woodland, CA 95776; 26479 Grafton Street, Esparto, CA 95627; 17120 Omega St. Esparto, CA 95627; 20450 Co Rd. 97 Woodland, CA 95695; 200 Baker St. Winters, CA 95616; 1200 Anna Street, West Sacramento, CA 95605; 1400 E. 8th Street Room 6, Davis, CA 95616; and 1504 Fallbrook Street, West Sacramento, CA 95691; 285 West Beamer Street, Woodland, CA 95695; 1444 Stetson Street Woodland, CA 95776

Possible Action 6.0 Open Session:

6.1 Old Business:

6.2 New Business:

- **Approval of Job Description for HS/EHS Nutrition Specialist:** *Margie Valenzuela*
- **Make Parenting a Pleasure:** Genet Telahun

Information & Discussion

7.0 Financial Report/Finance Committee – YCOE Fiscal Staff

Information

8.0 Program Operations: Service Area Reports – (10-15 minutes)

- 8.1** Program Design & Management/Director Report for HS/Early HS and State Preschool – *Gail Nadal*
- 8.2** Program Operations- *Genet Telahun*
- 8.3** Family Support Services – *Nicole Castrejon*
- 8.4** Child Health Services – *Gustavo Melgoza*
- 8.5** Education Services/Special Services – *Amee Dowkes*
- 8.6** Nutrition Services – *TBD-Gustavo Melgoza*
- 8.7** Site Coordinator/Home Base Services – *Connie Luna*
- 8.8** Site Coordinator – *Jacqueline Tam*
- 8.9** Site Coordinator – *Sandra Hernandez*
- 8.10** Site Coordinator- *Silvia Meza-Lara*

Information

9.0 Program Reports

- 9.1** Community Update – *Community Members*
- 9.2** Alyce Norman- EHS & HS Programs
- 9.3** Esparto Center – *HS Programs*
- 9.4** Home Base -EHS Programs
- 9.5** Greengate Center- *HS Programs*
- 9.6** Lemen Center – *EHS Program*
- 9.7** Plainfield – *HS Programs*
- 9.8** Prairie- *HS Programs*
- 9.9** Valley Oak – *HS & EHS Programs*
- 9.10** Winters – *HS Program*

10.0 Confirmation Next Meeting Date

Regular Meeting- Friday, September 27, 2019 at 10:30 a.m. – 12:30 p.m.

Action

11.0 Motion for Adjournment

***The meeting shall be conducted in conformity with the Brown Act.
Items may be taken out of order.***

Notice:

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the

Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact Maria Cardenas (530) 668-3756 for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact Maria Cardenas as soon as possible and preferably at least 24 hours prior to the meeting. (Government Code § 54954.2)

**Yolo County Office of Education Head Start/Early Head Start Programs
1280 Santa Anita Court, Suite 140, Woodland, CA 95776
(530) 668-3756 / (530) 668-3840 [fax]**

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6.2. Quarterly Report of Investments for Period Ending June 30, 2019

Type:

Informational

Description:

Crissy Huey, Associate Superintendent, Administrative Services will present this item.

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

The Yolo County Office of Education invests its money in the Yolo County Treasury, as required by law. Attached, is the Yolo County Treasurer's quarterly investment Portfolio information for the period ending June 30, 2019.

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

Recommended Motion:

For information.

Attachments:

1. Yolo County Investment Review
2. Yolo County Executive Summary



Yolo County

Investment Review Second Quarter 2019

Presented By

Lesley Murphy, Senior Managing Consultant

August 20, 2019

50 California Street
Suite 2300
San Francisco, CA 94111

213 Market Street
Harrisburg, PA 17101
717-232-2723

PFM Asset
Management LLC
pfm.com



Economic and Interest Rate Update



Current Market Themes



Capital markets – interest rates plummet

- U.S. Treasury yields fell for a third consecutive quarter, with maturities beyond one year falling 40 to 50 basis points in Q2. As of June 30, yields on the majority of benchmark U.S. Treasury maturities were near 18-month lows. The yield curve remained inverted, with the inversion having spilled into the money market space.
- Equity markets climbed to new record highs upon expectations of rate cuts. S&P 500 returned 4.3% for the second quarter and 17.4% for the first half of 2019, marking its best first-half performance in over 20 years.

The Fed will “act... to sustain the expansion”

- The FOMC kept the fed funds rate unchanged at a target range of 2.25% to 2.50% at its May and June meetings but recently acknowledged multiple crosscurrents, such as trade tensions and slower global growth, that are likely to result in easier monetary policy. The market now widely expects multiple rate cuts in the second half of 2019.
- Fed Chair Jerome Powell affirmed that the Fed will “act as appropriate to sustain the expansion.” Powell also acknowledged that acting preemptively to cut rates in light of a possible slowdown may be best for the economy, stating that “an ounce of prevention is worth a pound of cure.”



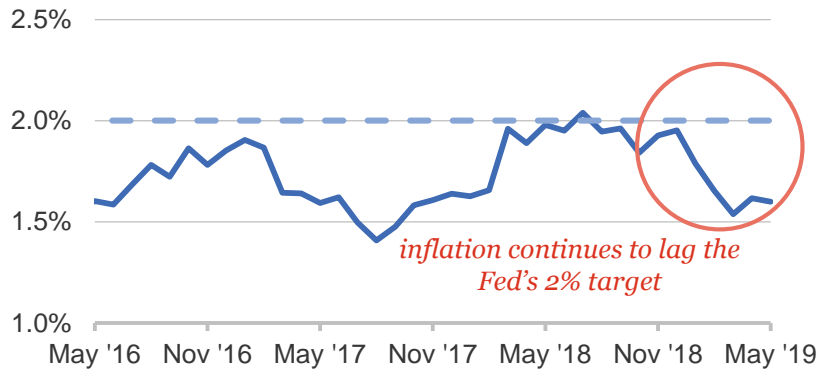
U.S. economic growth expected to slow from faster-than-expected first quarter

- After GDP growth of 3.1% in the first quarter, economists’ expectations for Q2 growth are lower, with economists projecting growth within the 1.5% to 2.0% range. Areas of weakness include recent slowdown in ISM manufacturing data and durable goods orders.
- President Trump increased tariffs on \$200 billion of Chinese imports, and China retaliated by increasing tariffs on \$60 billion of U.S. imports. Although both sides agreed to a truce at the June G-20 Summit, the recent upheaval triggered market volatility.
- Recent economic data has been mixed, with a 49-year low unemployment rate and a pickup in retail sales but a slowing of manufacturing activity and sub-target inflation.



Some Economic Data Shows Signs of Weakening

Inflation (Core PCE YoY)



Durable Goods Orders



NFIB Small Business Optimism



ISM Manufacturing

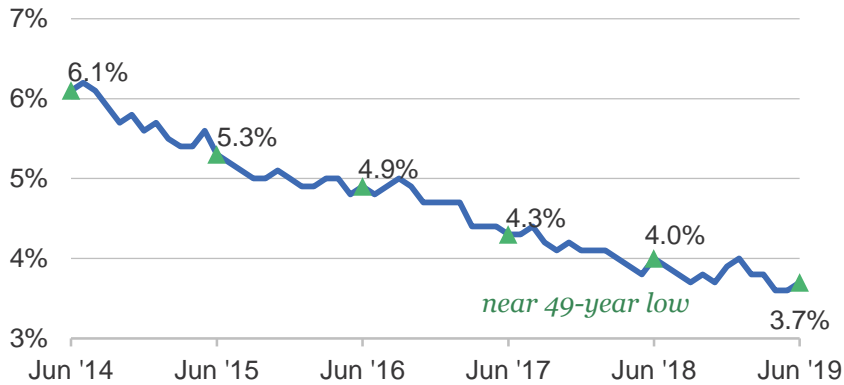


Source: Bloomberg, as of 6/30/2019.

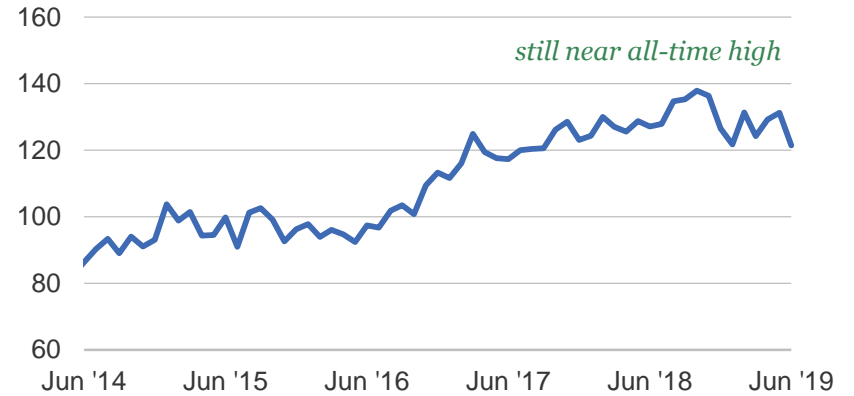


However, Many Broad Metrics Are Still Strong

Unemployment Rate



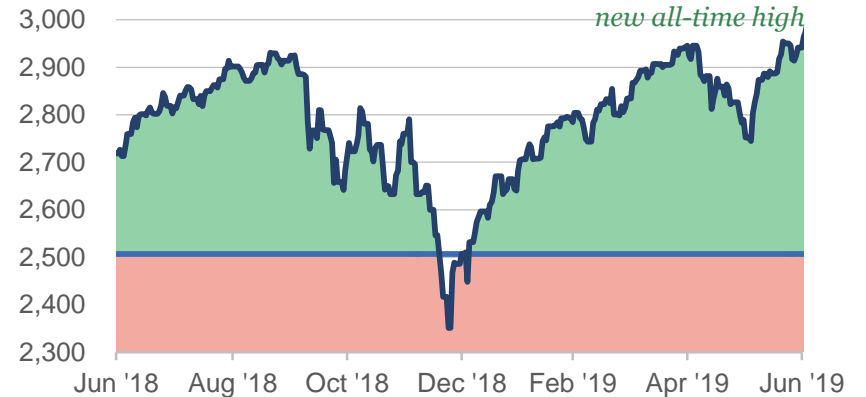
Consumer Confidence



Corporate Spreads 1-5 Year A-AAA (OAS)



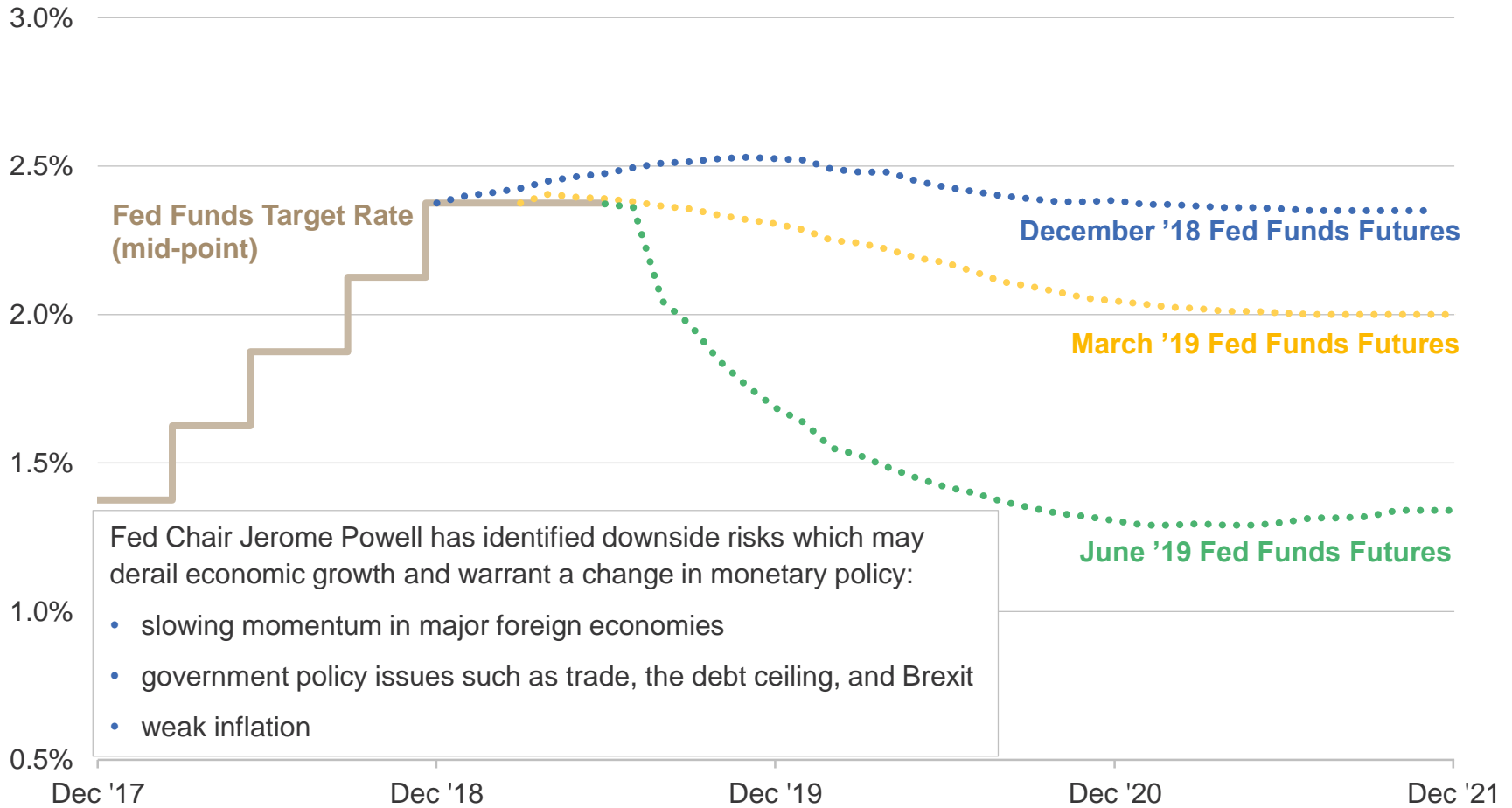
S&P Price Change



Source: Bloomberg, as of 6/30/2019.



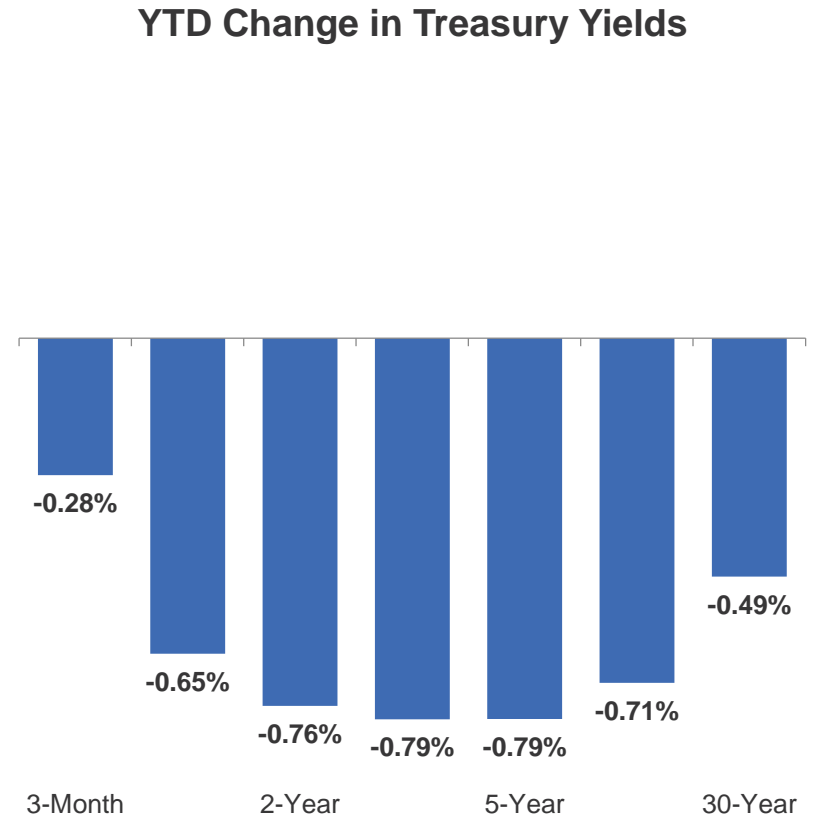
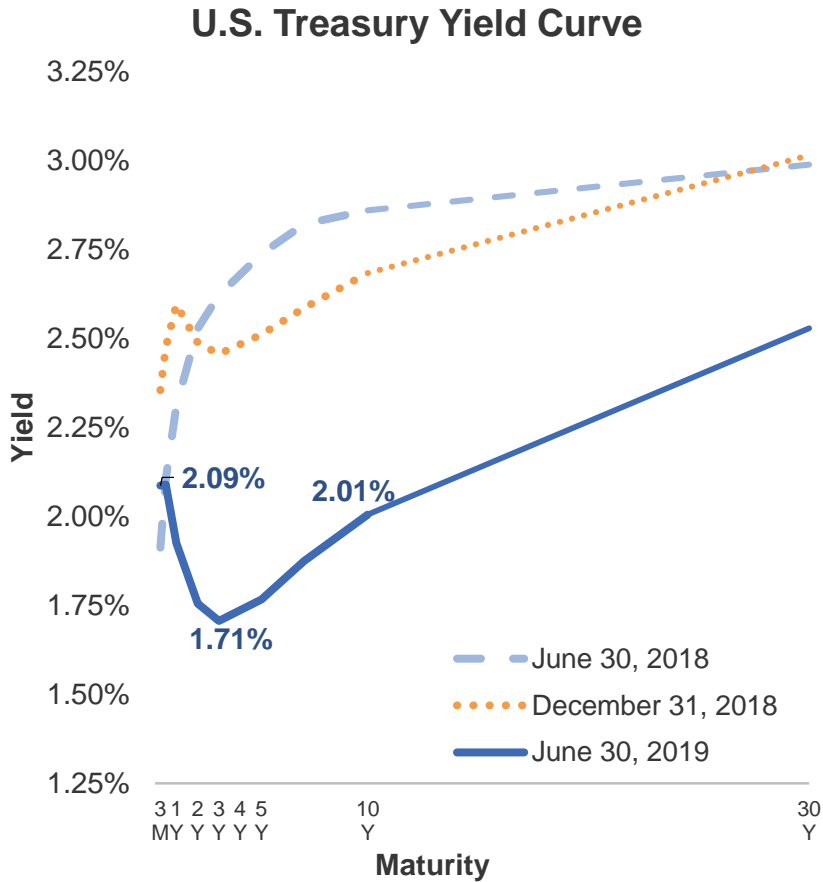
Fed's Pivot on Monetary Policy Has Market Expecting Multiple Rate Cuts



Source: Federal Reserve.



Yield Curve Inversion Reflects Less Certain Economic Outlook



Source: Bloomberg, as of 6/30/2019.

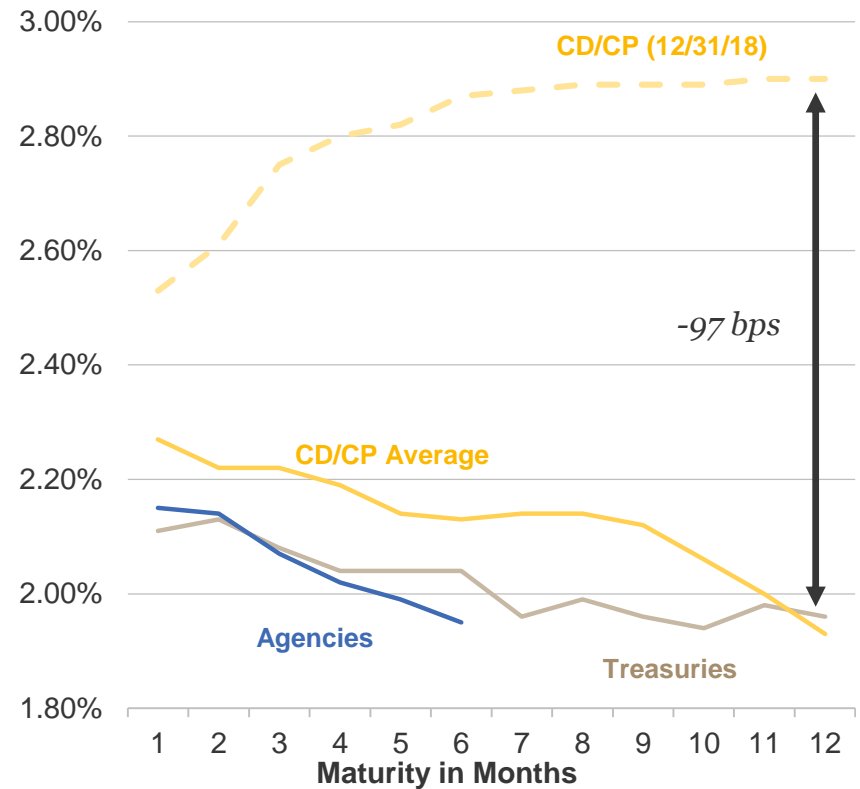


Short-Term Credit: Yield Curve Inversion Spills into Money Market Space

Yield Spread on 6-month Commercial Paper over T-Bill



Money Market Yield Curves

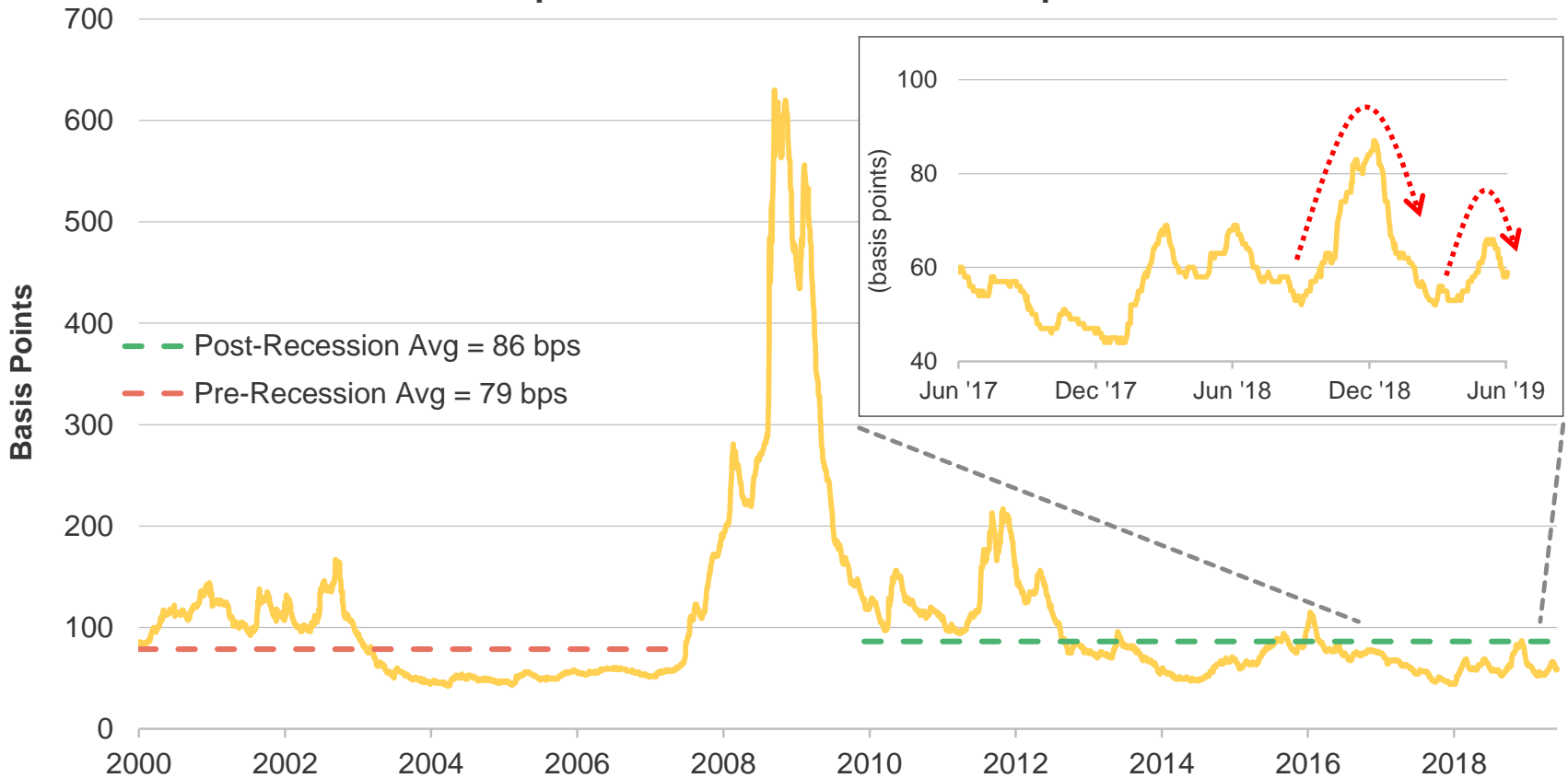


Source (left): Bloomberg as of 6/30/2019. Source (right): PFM Trading Desk, as of 7/11/2019. 6-mo CP yield spread based on A1/P1 rated CP index.



Corporate Yield Spreads Recover from Recent Bouts of Spread Widening

Yield Spreads on 1-5 Year A-AAA Corporate Notes

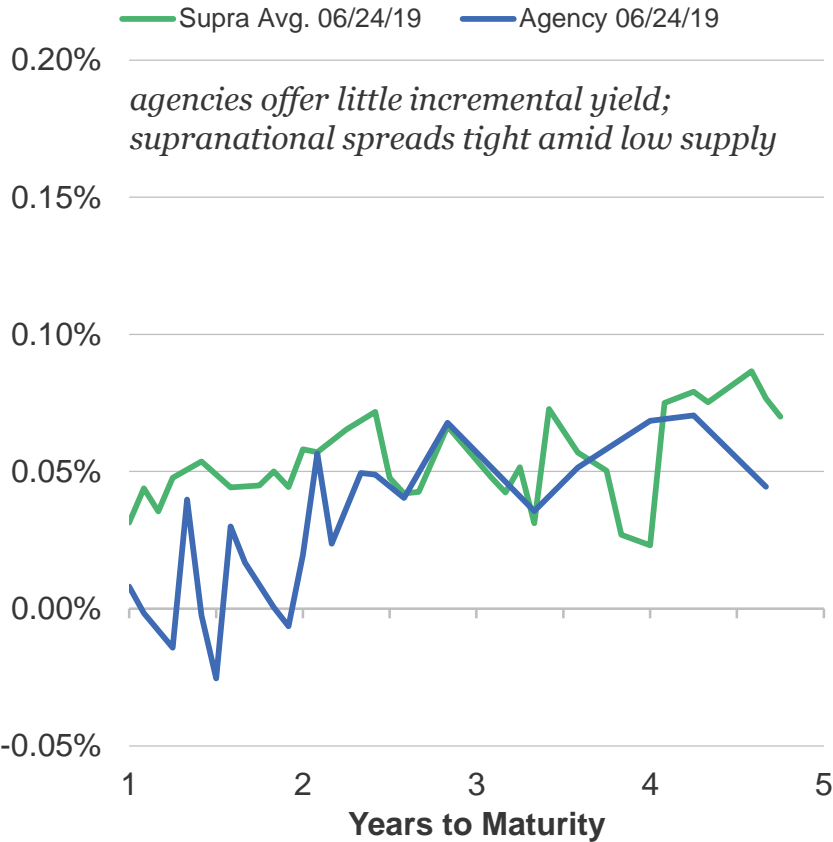


Source: Bloomberg, ICE BofAML Indices. OAS is option adjusted spread. As of 6/28/2019.

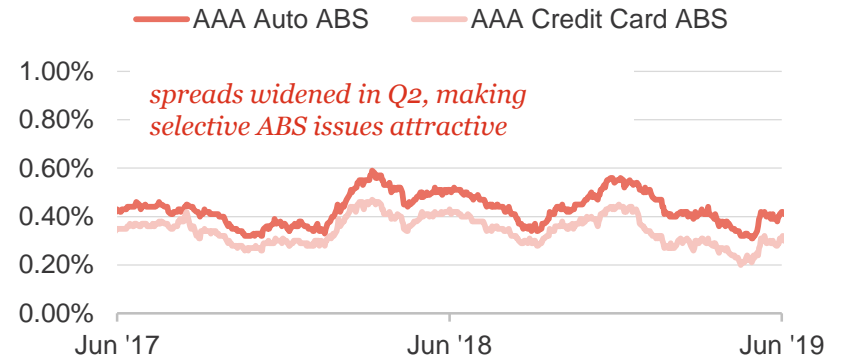


ABS and MBS Sectors Offer Value in a Tightening Spread Environment

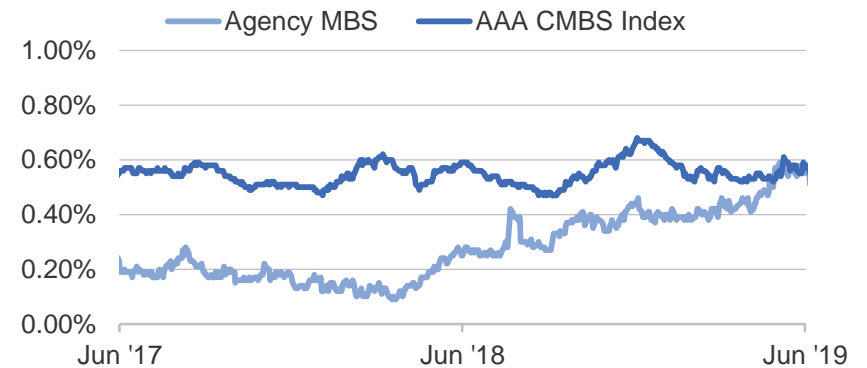
Yield Spreads on Federal Agencies and Supranationals



Asset-Backed Securities Yield Spreads



Mortgage-Backed Securities Yield Spreads



Source: Bloomberg, MarketAxess, and PFM. Spreads on ABS and MBS are option-adjusted spreads; spreads on agencies and supranationals are relative to comparable maturity Treasuries. Data as of 6/30/19. ICE BofAML 1-5 year Indices. MBS and ABS indices are 0-5 year, based on weighted average life.



Portfolio Update



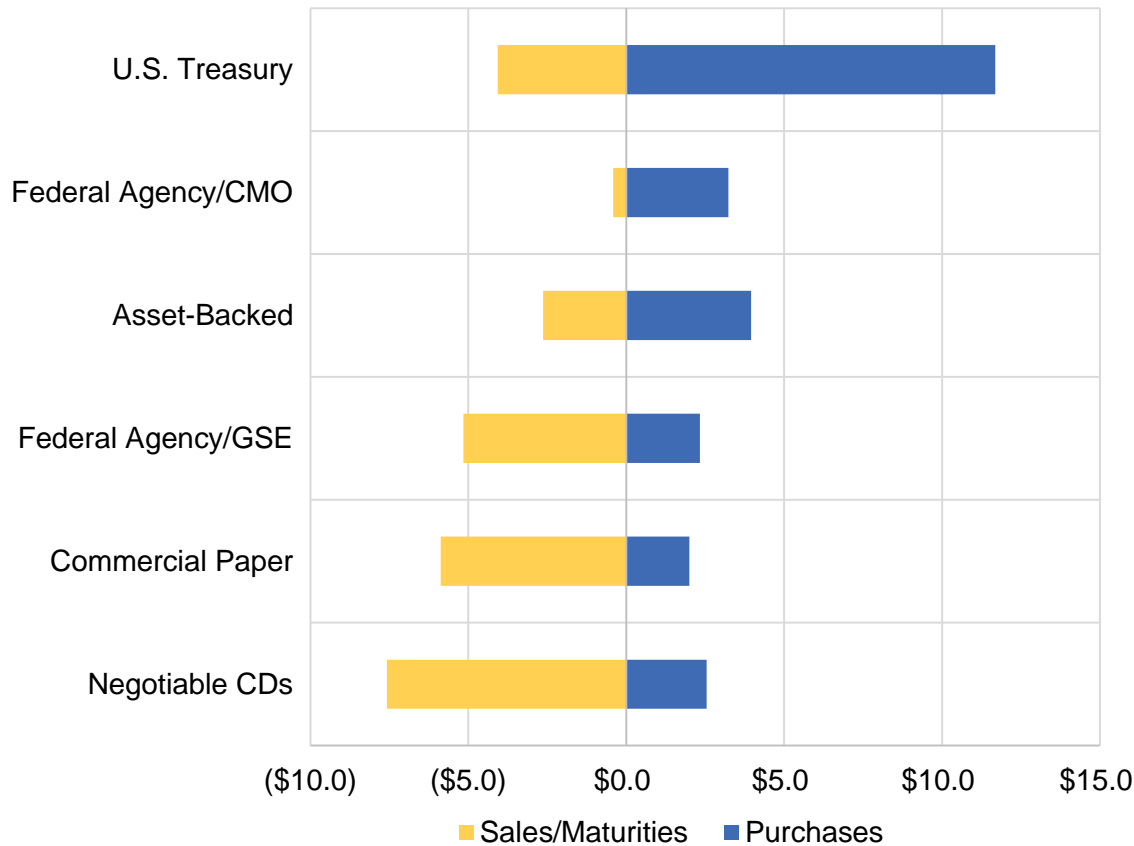
Second Quarter Portfolio Strategy

- Maintained a portfolio duration in line with the benchmark.
- Portfolio strategy continued to favor broad diversification, generally including the widest range of permitted investments.
- During the quarter we found value in:
 - U.S. Treasuries
 - Yield spreads between Treasuries and Agencies remain narrow; however, we found treasury alternatives to be more attractive than additional federal agency allocations.
 - Agency MBS
 - Agency MBS served as an attractive alternative to other government sectors due to their incremental income potential.
 - Asset-Backed Securities (ABS)
 - The AAA-rated ABS sector continued to offer attractive incremental income vs. government alternatives and offered a defensive outlet to credit exposure.



Summary of Trade Activity

Summary of Portfolio Trade Activity
March 31, 2019 – June 30, 2019



Net Transactions by Sector
(\$ millions)

U.S. Treasury	+ \$7.61
Federal Agency/CMO	+ \$2.83
Asset-Backed	+ \$1.32
Federal Agency/GSE	(\$2.83)
Commercial Paper	(\$3.87)
Negotiable CDs	(\$5.03)
Total	+ \$0.03

Based on par value of purchases, sells, maturities, and pay downs.

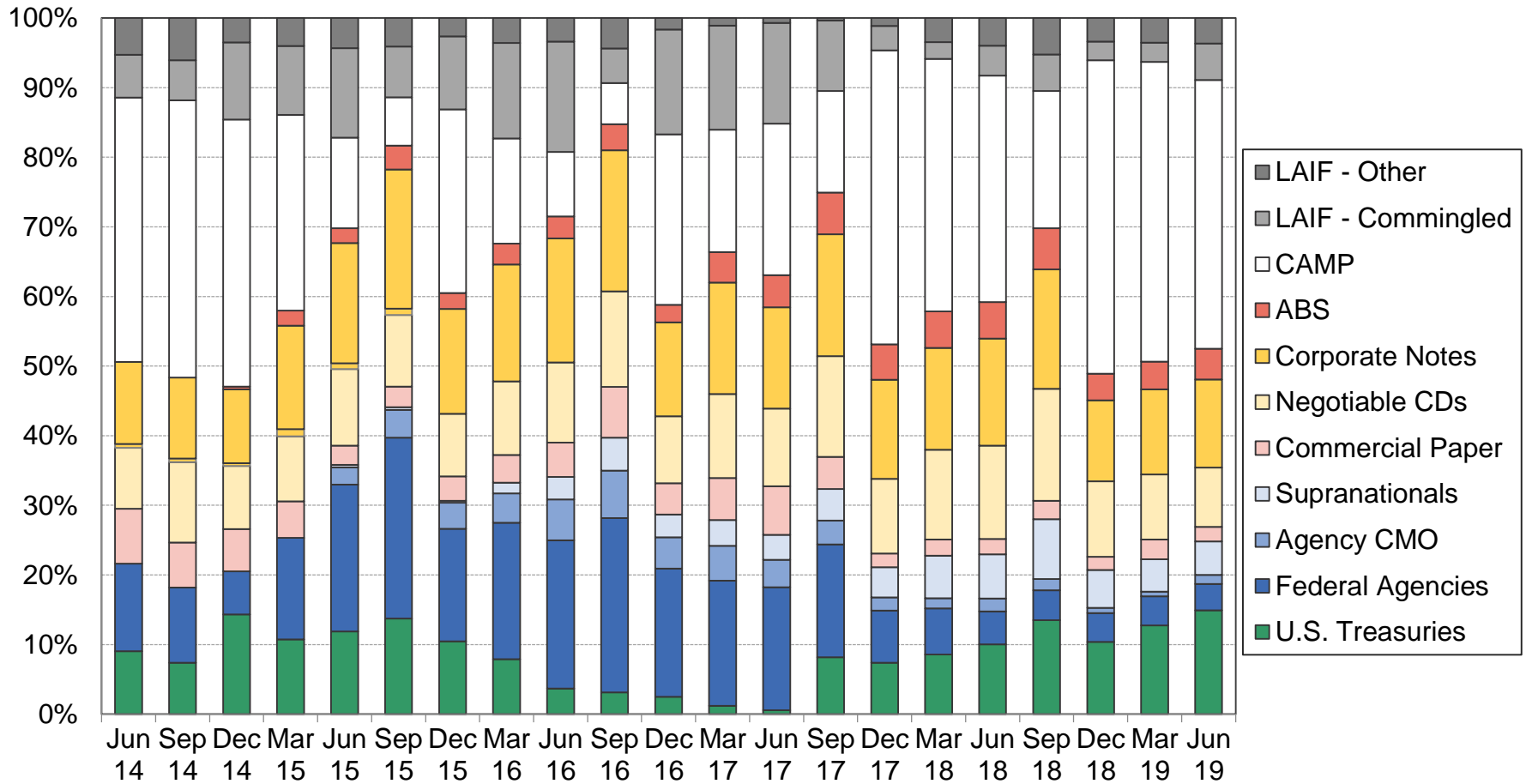


Portfolio Composition

Security Type	Market Value as of 6/30/19	% of Portfolio	% Change vs. 3/31/19	Permitted by Policy	In Compliance
U.S. Treasury	\$69,991,837	14.9%	+2.2%	100%	✓
Federal Agency	\$17,624,719	3.8%	-0.4%	100%	✓
Federal Agency CMOs	\$6,154,104	1.3%	+0.6%	100%	✓
Supranationals	\$22,557,982	4.8%	+0.2%	30%	✓
Negotiable CDs	\$40,063,584	8.5%	-0.8%	30%	✓
Corporate Notes	\$59,341,726	12.7%	+0.4%	30%	✓
Commercial Paper	\$9,816,186	2.1%	-0.7%	40%	✓
Asset-Backed Securities	\$20,655,091	4.4%	+0.4%	20%	✓
Securities Sub-Total	\$246,205,231	52.5%			
Accrued Interest	\$1,519,297				
Securities Total	\$247,724,528				
CAMP	\$181,101,663	38.6%	-4.4%	100%	✓
LAIF – Total	\$41,761,213	8.9%	+2.6%	\$65 million per account	✓
Total Investments	\$470,587,403	100.0%			



Adding Value through Sector Allocation





Portfolio Issuer Distribution

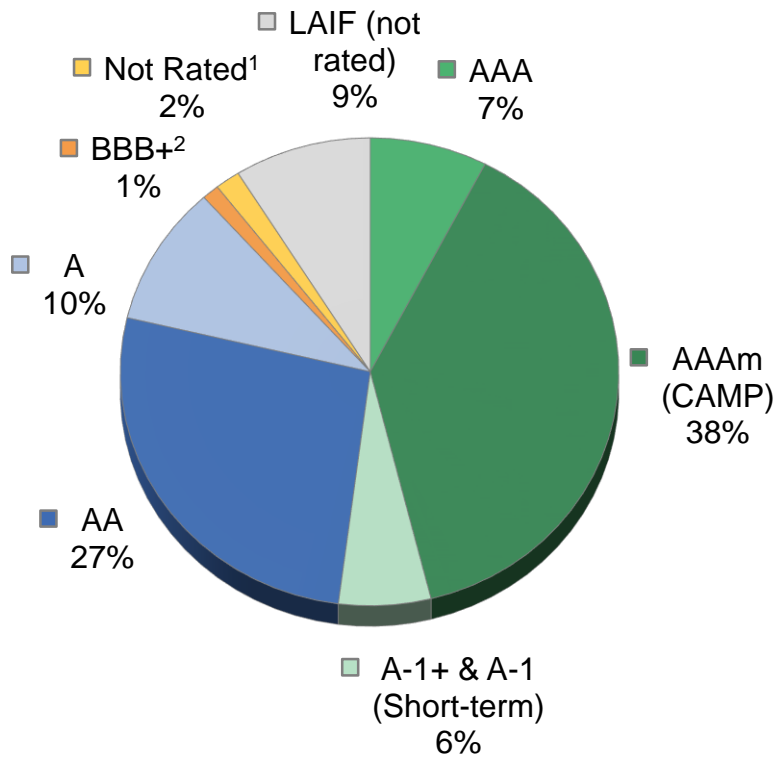
U.S. Treasury	28.4%	ING Funding LLC	1.3%
Fannie Mae	5.2%	Canadian Imperial Bank	1.3%
IBRD	4.6%	JP Morgan Chase	1.2%
Credit Agricole	2.8%	Wells Fargo	1.2%
Federal Home Loan Bank	2.5%	Nissan Corp	1.2%
International Finance Corp	2.5%	Visa	1.1%
American Express	2.4%	Credit Suisse NY	1.1%
Toyota Motor Credit	2.2%	IBM	1.1%
Swedbank NY	2.1%	CitiGroup Inc	1.1%
Inter-American Development Bank	2.1%	Bank of America	1.1%
American Honda Finance	2.1%	BB&T Corp	1.1%
Bank of New York	2.0%	Goldman Sachs Corp	1.0%
Hyundai Auto Receivables	1.9%	Sumitomo Mitsui Bank	1.0%
MUFG Bank	1.9%	Cisco Systems	1.0%
Freddie Mac	1.9%	Toyota Auto Receivables	0.9%
Bank of Montreal Chicago	1.9%	Chevron Corp.	0.7%
Honda Auto Receivables	1.9%	United Parcel Service Corp	0.6%
Westpac Banking Corp (NY)	1.8%	Berkshire Hathaway	0.5%
Bank of Nova Scotia Houston	1.8%	National Rural Utility Corp	0.4%
Exxon Mobil	1.7%	John Deere Owner Trust	0.4%
Nordea Bank	1.6%	CarMax Corp	0.4%
UBS AG Stamford	1.6%	Capital One	0.3%
Apple Inc	1.4%	Unilever Capital Corp.	0.2%
Ally Auto Receivables Trust	1.4%	Nissan Auto Receivables	0.1%



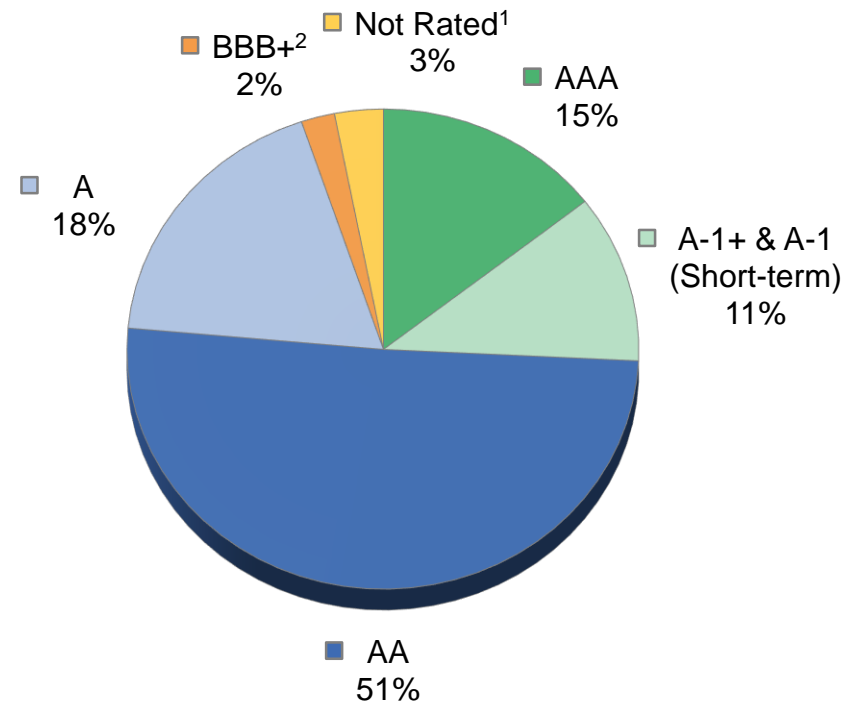
Portfolio Credit Quality

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

Including Liquid Accounts



Excluding Liquid Accounts

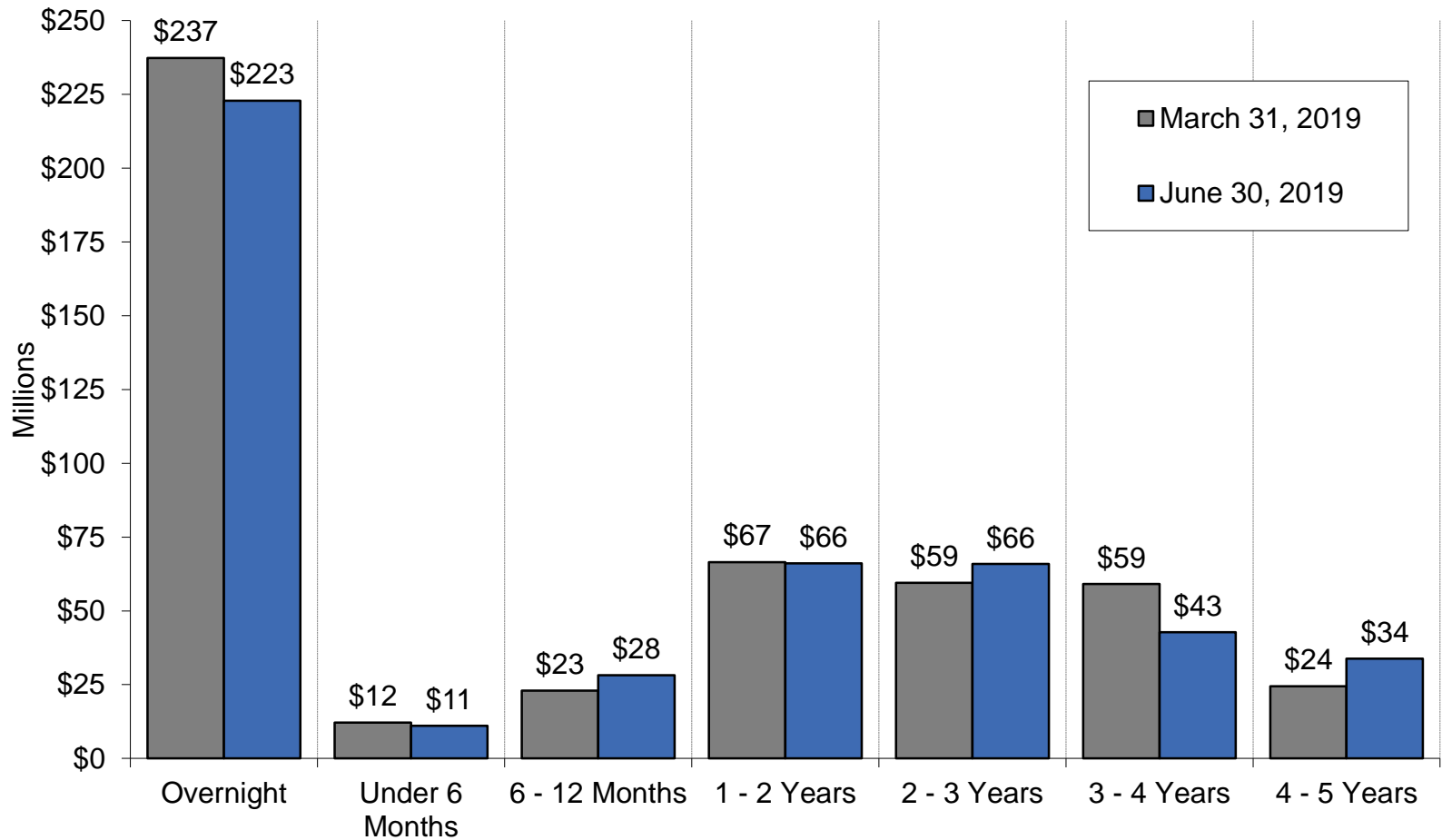


As of June 30, 2019. Percentages may not sum to 100% due to rounding. Ratings are based on Standard & Poor's.

1. The "Not Rated" category comprises asset-backed securities rated Aaa by Moody's.
2. The "BBB+" category comprises securities rated in a rating category of A or better by at least one NRSRO.



Portfolio Maturity Distribution



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

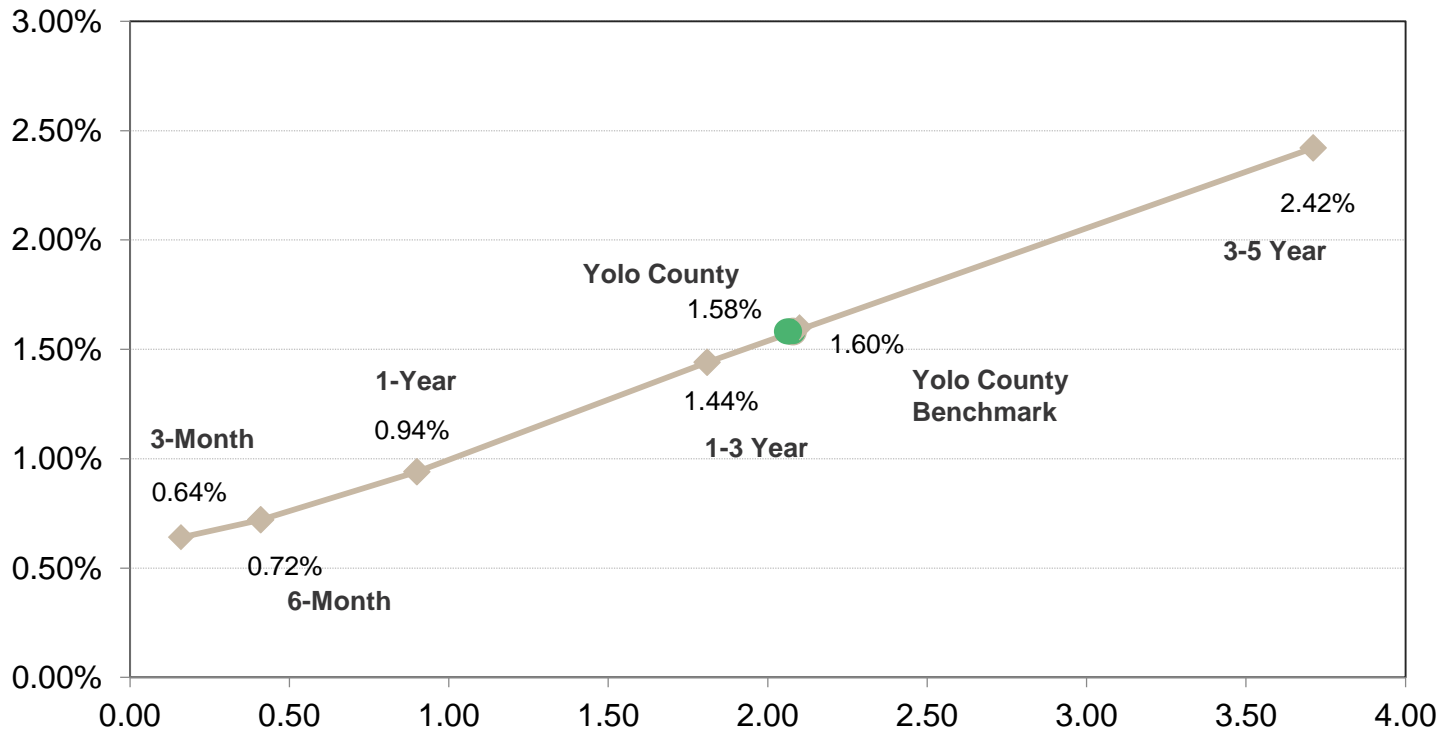


Longer-Duration Strategies Outperformed as Rates Fell in Second Quarter

Quarterly Total Returns

Yields

Yolo County, Yolo County Benchmark, and Various ICE BofA Merrill Lynch Treasury Indices



Portfolio Yield and LAIF Quarterly Apportionment Rate	
Yolo County	2.40%
LAIF	2.57%

- For periods ending June 30, 2019.
- Yolo County yield is the weighted average yield at cost.
- Source: Bloomberg, LAIF website.
- The County's benchmark is the ICE Bank of America Merrill Lynch (BAML) 0-5 Year U.S. Treasury Index. From March 31, 2015, to September 30, 2017, the benchmark was a blend of 30% ICE BAML 3-month Treasury index and 70% ICE BAML 1-3 year U.S. Treasury Index. From March 31, 2002, to March 31, 2015, the benchmark was a blend of 50% ICE BAML 1-3 Year U.S. Treasury index and 50% ICE BAML 3-month Treasury Bill index. Prior to March 31, 2002, the benchmark was the ICE BAML 1-3 Year U.S. Treasury index.



Total Return Performance

- During the quarter, the portfolio benefitted from a diversified sector allocation as most fixed-income sectors drove strong market-value returns due to the rise in prices as yields fell.
- Historically, the portfolio continues to outperform the benchmark by a wide margin.

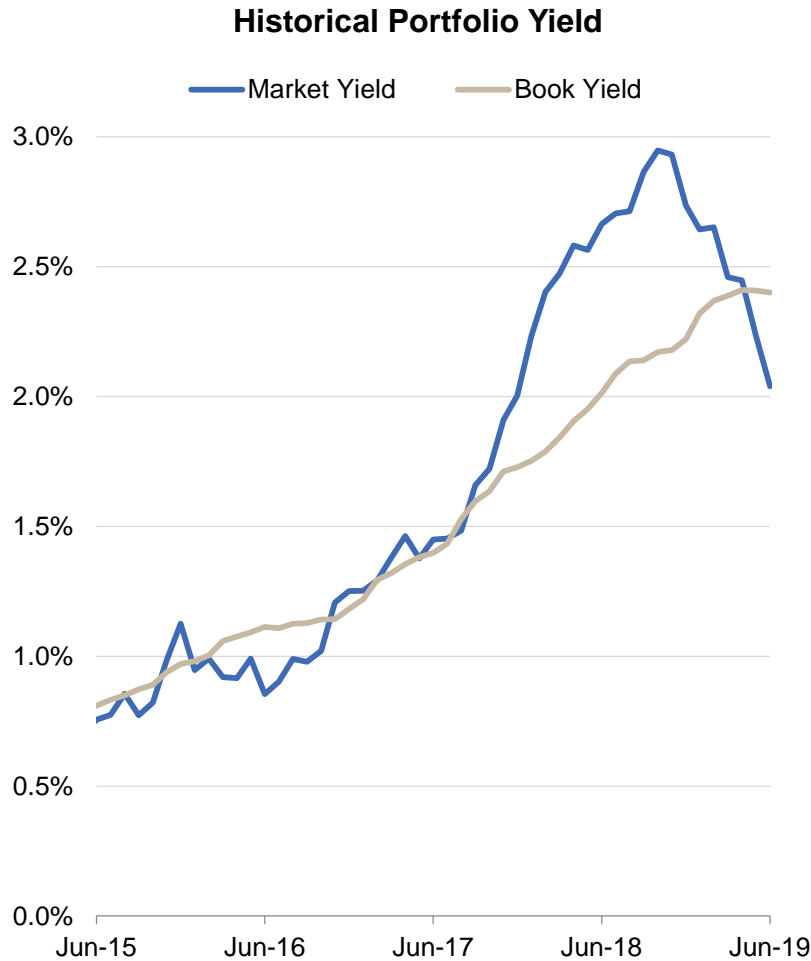
Total Return For periods ended June 30, 2019

	Duration (years)	Past Quarter	Past 1 Year	Past 5 Years	Past 10 Years	Since Inception
Yolo County	2.08	1.58%	4.72%	1.55%	1.42%	3.17%
Treasury Benchmark	2.10	1.60%	4.39%	1.16%	0.91%	2.52%

- Performance on a trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).
- Bank of America Merrill Lynch indices provided by Bloomberg Financial Markets.
- Inception date is June 30, 1998.
- Performance, yield, and duration calculations exclude holdings in CAMP, LAIF, and the money market fund.
- The County's benchmark is the ICE Bank of America Merrill Lynch (BAML) 0-5 Year U.S. Treasury Index. From March 31, 2015, to September 30, 2017, the benchmark was a blend of 30% ICE BAML 3-month Treasury index and 70% ICE BAML 1-3 year U.S. Treasury Index. From March 31, 2002, to March 31, 2015, the benchmark was a blend of 50% ICE BAML 1-3 Year U.S. Treasury index and 50% ICE BAML 3-month Treasury Bill index. Prior to March 31, 2002, the benchmark was the ICE BAML 1-3 Year U.S. Treasury index.



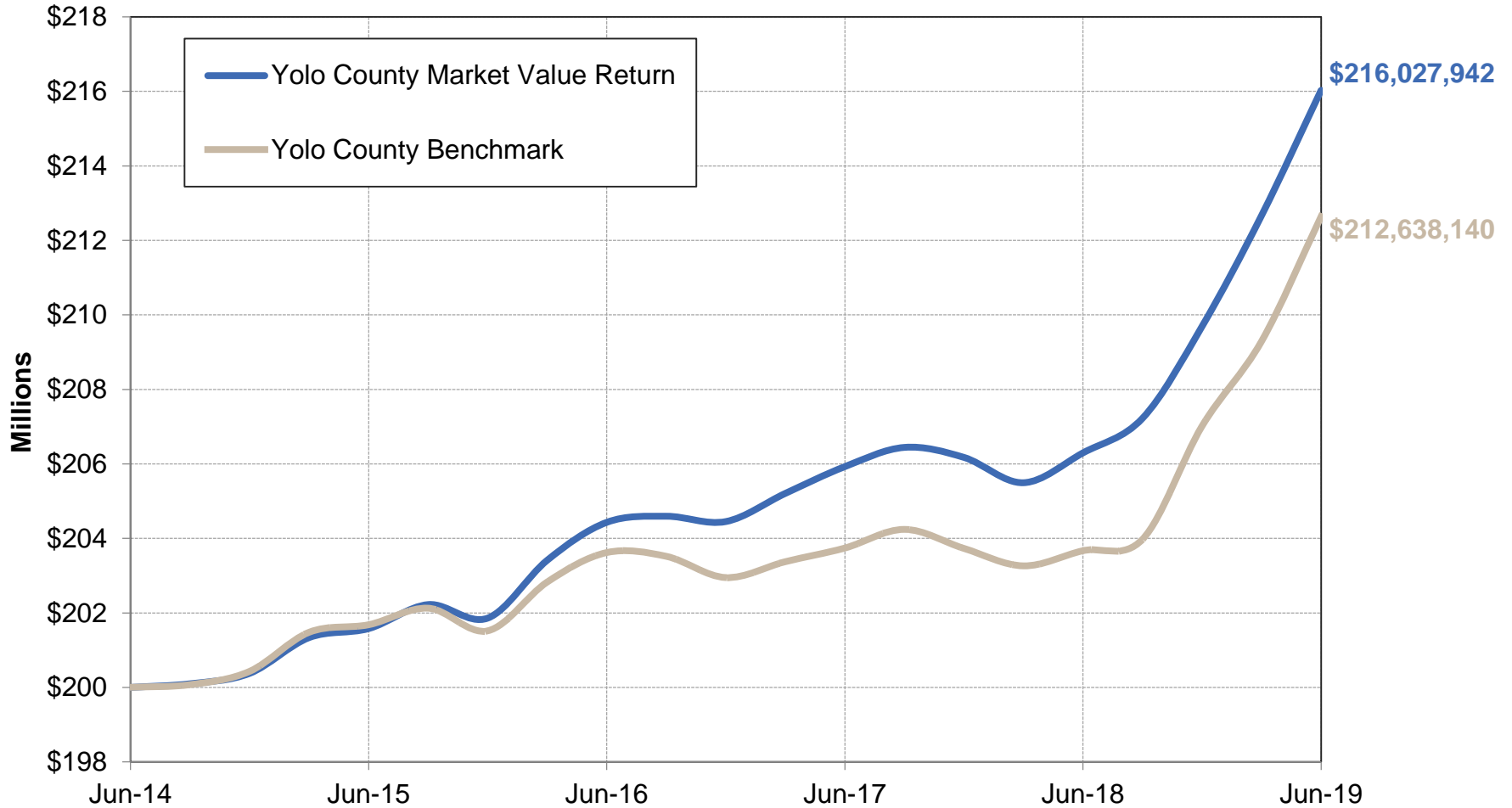
Historical Securities Portfolio Yields and Quarterly Accrual Earnings



Annual Accrual Basis Investment Earnings	
Fiscal Year	Earnings
14-15	\$1,469,534
15-16	\$2,930,752
16-17	\$3,598,905
17-18	\$3,828,675
18-19	\$5,131,486



County's Strategy Continues to Be Effective



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



Investment Strategy Outlook

- ◆ The Fed has officially shifted its stance on monetary policy from “patient” to “appropriate,” and rates have continued to move lower.
 - We will continue to maintain a portfolio duration in line with the benchmark.
- ◆ As a result of the outlook for slower economic growth:
 - We continue to recommend maintaining diversification among investment grade sectors with a tilt toward higher grade corporate bonds given their income-producing potential.
 - We will remain diligent in our issuer and security selection process given some of the international growth concerns.
- ◆ As federal agency spreads are expected to remain very tight:
 - We expect agency purchases to be minimal, seeking better value in either Treasuries or other sectors.
- ◆ ABS spreads have recently widened back to levels that offer attractive incremental income compared to government and credit alternatives. We will seek to maintain allocations.
- ◆ Careful maturity selection around the Fed meeting expectations will be a key component of our portfolio strategy going forward, particularly with both the Treasury and credit yield curves inverted.



Fixed-Income Sector Outlook – July 2019

Sector	Our Investment Preferences	Comments
COMMERCIAL PAPER /CD		<ul style="list-style-type: none"> Commercial paper/negotiable CD spreads remain narrow. Short credit remains higher-yielding than some longer-dated Treasuries.
TREASURIES		<ul style="list-style-type: none"> Treasury Bill supply increased in March but slowed in April, putting downward pressure on rates. The 3-month to 10-year part of the yield curve briefly inverted in the past two months, renewing concerns about a possible recession. With a flat-to-inverted yield curve, there is little expected roll-down.
T-Bill		
T-Note		
FEDERAL AGENCIES		<ul style="list-style-type: none"> Federal agency spreads remain very tight. The only value has been in certain new issue securities. With the likelihood of the Federal Reserve rate cuts, callable agencies should be avoided.
Bullets		
Callables		
SUPRANATIONALS		<ul style="list-style-type: none"> USD supply has increased modestly; however, spreads remain near historical tights across the curve. We continue to favor UST or GSE.
CORPORATES		<ul style="list-style-type: none"> Corporate yield spreads have narrowed back significantly, settling in around longer-term. Spreads are near post-recession tights. While the sector is no longer “cheap,” we plan to maintain allocations. The corporate spread curve remains positively sloped, offering modest value for extending maturities.
Financials		
Industrials		
SECURITIZED		<ul style="list-style-type: none"> The AAA-rated ABS sector continues to offer attractive incremental income versus government alternatives and offers a defensive outlet to credit exposure. With an improving fundamental landscape, Agency MBS are an attractive alternative to other government sectors due to their incremental income potential.
Asset-Backed		
Agency Mortgage-Backed		
MUNICIPALS		<ul style="list-style-type: none"> Munis continue to be expensive versus Treasuries amid limited supply.



Disclosures

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness, or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some but not all of which are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.



Executive Summary – Second Quarter 2019

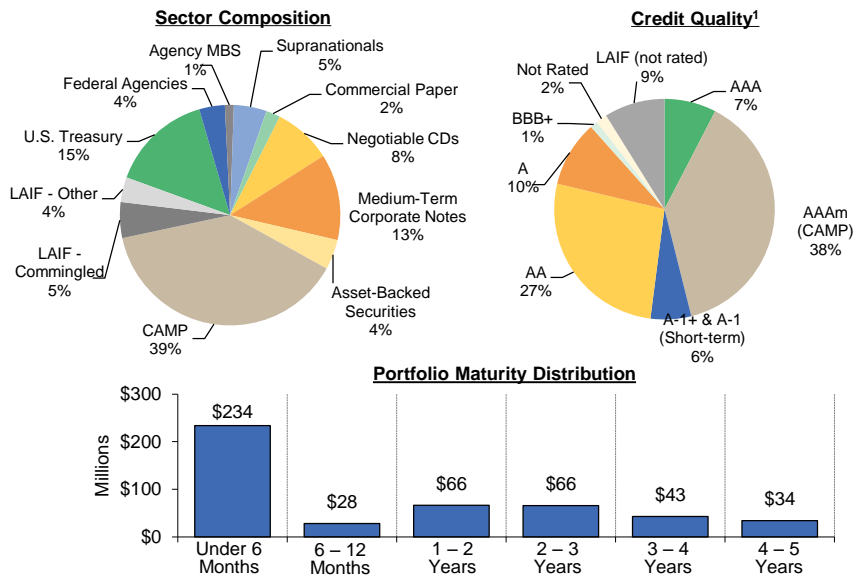
Portfolio Review

- The portfolio is in compliance with the California Government Code and the County's Investment Policy.
- The portfolio is well diversified among U.S. Treasuries, federal agencies, supranationals, negotiable CDs, corporate notes, commercial paper, asset-backed securities, CAMP, and LAIF.
- The portfolio comprises securities with high credit quality and has sufficient liquidity to meet the County's cash needs.
- We maintained a portfolio duration in line with the portfolio's 0-5 year benchmark, which drove strong market-value returns as yields fell approximately 50 basis points (0.50%) to the lowest levels since 2017 on 2- to 5-year Treasury maturities.

The Economy

- U.S. GDP growth slowed in the second quarter to 2.1% but still beat economists' expectations. Personal consumption posted its strongest contribution since 2017, offsetting detractions from inventories, net exports, and business investment. The current economic expansion in the U.S. is now the longest on record.
- The labor market was characterized by a low unemployment rate, strong job growth, and moderating wage growth of 3.1% over the past year.
- Core inflation remained tame just below the Fed's target of 2%.
- Despite the surge in equity prices in the second quarter, U.S. Treasury yields continue to fall, reflecting expectations for Federal Reserve rate cuts and increased uncertainty about future global economic growth.

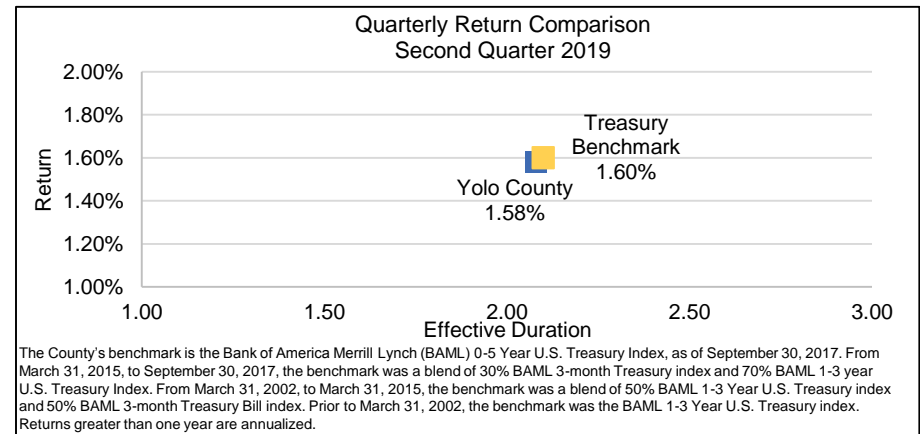
Portfolio Profile as of June 30, 2019



1. Ratings based on Standard & Poor's.
 Securities held in the County's portfolio are in compliance with California Government Code and the County's investment policy dated December, 2018.

	Annualized Return		
	Quarter	1 Year	5 Years
Yolo County ¹	1.58%	4.72%	1.55%
Treasury Benchmark	1.60%	4.39%	1.16%
Net Apportionment Rate	0.62%	-	-

Note: ¹PFM managed portfolio only.



**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

**6.3. Williams Quarterly Report on Yolo County Schools Covering the Months of April, May and June
2019**

Type:

Informational

Description:

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

The County Superintendent of Schools must prepare quarterly reports for County Boards of Education that reflect the results of visited schools in the county, as a result of the Williams Settlement per California Education code 1240.

Please refer to the attached letter and accompanying documents.

Recommended Motion:

For information.

Attachments:

1. YCOE 4th Quarter letter
2. YCOE
3. Woodland
4. Washington
5. Winters
6. Esparto
7. Davis

***Williams Quarterly Report for Three Required Areas and
Optional Reporting of Uniform Complaints
Quarter of April, May and June 2019***

August 16, 2019

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

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

California *Education Code* Section 1240 requires that I visit schools identified in our county, review information in the areas noted below, and report to you the results of my visits and reviews. I am pleased to provide the fourth quarterly report for fiscal year 2018-2019 as required by *Education Code* section 1240(c)(2)(G) pursuant to the Williams Settlement. This report presents the results of my visits to the Williams schools in the Washington Unified, Winters Joint Unified, and the Woodland Joint Unified school districts for the period of April, May and June 2019.

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

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

The law further requires that the county superintendent:

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

While the Uniform Complaint data are not mandated to be a part of this report to you, they are being included so that you and the citizens of our community will have a complete understanding

of the environment in which, Elkhorn Village Elementary, Riverbank K-8 Elementary, Stonegate Elementary, and Westfield Village Elementary, Waggoner Elementary, Dingle Elementary, Freeman Elementary, Gibson Elementary, Ramón S. Tafoya Elementary, and Woodland Prairie Elementary Schools are functioning.

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

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

My findings were as follows:

Instructional Materials:

Washington Unified School District:

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

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

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

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

Winters Joint Unified School District:

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

Woodland Joint Unified School District:

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

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

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

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

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

School Facilities:

Washington Unified School District:

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

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

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

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

Winters Joint Unified School District:

School Facilities:

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

Woodland Joint Unified School District:

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

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

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

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

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

School Accountability Report Card:

Washington Unified School District:

Elkhorn Village Elementary School: *All findings reported in the 3rd Quarter were remedied.*

Riverbank Elementary School: *All findings reported in the 3rd Quarter were remedied.*

Stonegate Elementary School: *All findings reported in the 3rd Quarter were remedied.*

Westfield Village Elementary School: *All findings reported in the 3rd Quarter were remedied.*

Winters Joint Unified School District:

The Winters Elementary School 17-18 SARC was reviewed May 15, 2019 and was found to be in compliance with Williams requirements.

Woodland Joint Unified School District:

Dingle Elementary School: The 17-18 SARC which is posted on both the school and district website was reviewed May 15, 2019 and found to be in compliance with Williams requirements.

Freeman Elementary School: The 17-18 SARC which is posted on the district website was reviewed May 15, 2019 and found to be in compliance with Williams requirements.

Gibson Elementary School: The 17-18 SARC which is posted on both the school and district website was reviewed May 15, 2019 and found to be in compliance with Williams requirements.

Ramón S. Tafoya Elementary School: The 17-18 SARC which is posted on both the school and district website was reviewed May 15, 2019 and found to be in compliance with Williams requirements.

Woodland Prairie Elementary School: The 17-18 SARC which is posted on the district website was reviewed May 15, 2019 and found to be in compliance with Williams requirements.

Teacher Misassignments and Teacher Vacancies:

Quarterly report submissions were reviewed. No complaints were received during this quarter. In addition, the annual review by YCOE Human Resources department indicated no teaching misassignments.

Uniform Complaints:

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

Davis Joint Unified School District – No complaints

Esparto Unified School District – No complaints

Washington Unified School District – No complaints

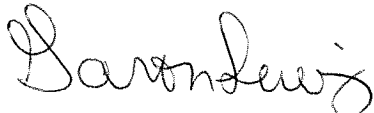
Winters Joint Unified School District – No complaints

Woodland Joint Unified School District – No complaints

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

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

Sincerely,

A handwritten signature in cursive script that reads "Garth Lewis". The signature is written in black ink and is positioned above the printed name and title.

Garth Lewis
Superintendent

Quarterly Report on *Williams* Uniform Complaints

[Education Code § 35186(d)]

District: Yolo County Office of Education

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

Quarterly Report Submission Date:
(check one)

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

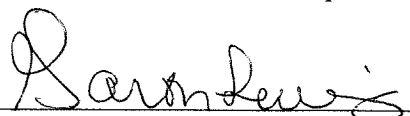
Date for information to be reported publicly at governing board meeting: 08/29/2019

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

8/5/19
Date

Quarterly Report on *Williams* Uniform Complaints

[Education Code § 35186(d)]

District: Woodland Joint Unified School District

Person completing this form: Lori Williams Title: Administrative Assistant

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: July 11, 2019

Please check the box that applies:

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

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

Mr. Thomas Pritchard
Print Name of District Superintendent


Signature of District Superintendent

July 1, 2019
Date

Quarterly Report on *Williams* Uniform Complaints

[Education Code § 35186(d)]

District: Washington Unified School District

Person completing this form: Kilee Lane

Title: Director of Fiscal Svc

Quarterly Report Submission Date:

(check one)

- October 2018
- January 2019
- April 2019
- July 2020

Date for information to be reported publicly at governing board meeting: August 8, 2019

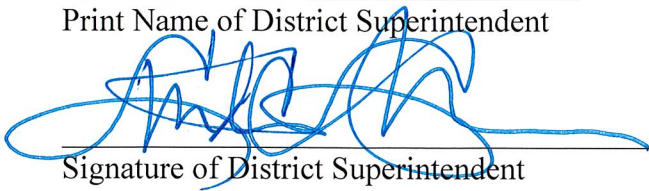
Please check the box that applies:

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

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

Linda Luna

Print Name of District Superintendent



Signature of District Superintendent

July 17, 2019

Date

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

District: Winters Joint Unified School District

Person completing this form: Kathy Colagrossi Title: Fiscal Analyst

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: July 18, 2019

Please check the box that applies:

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

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

Todd Cutler, Ed.D.
 Print Name of District Superintendent



Signature of District Superintendent

7-8-19
 Date

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

District: Esperanto Unified School District

Person completing this form: Nena Michel Title: HR

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: July 24, 2019

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		

Dr. Christina Goennier
 Print Name of District Superintendent

Ch Michel
 Signature of District Superintendent

7/19/2019
 Date

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

District: Davis Joint Unified School District

Person completing this form: Laura Juanitas Title: Director

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: June 20, 2019


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		

John A. Bowes, Ed.D.

Print Name of District Superintendent


 Signature of District Superintendent

6/4/19
 Date

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6.4. Alternative Education Attendance Reports

Type:

Informational

Description:

Renee Collins, Director of Student Services will be presenting the attendance reports for Alternative Education.

Recommended Motion:

For information.

Attachments:

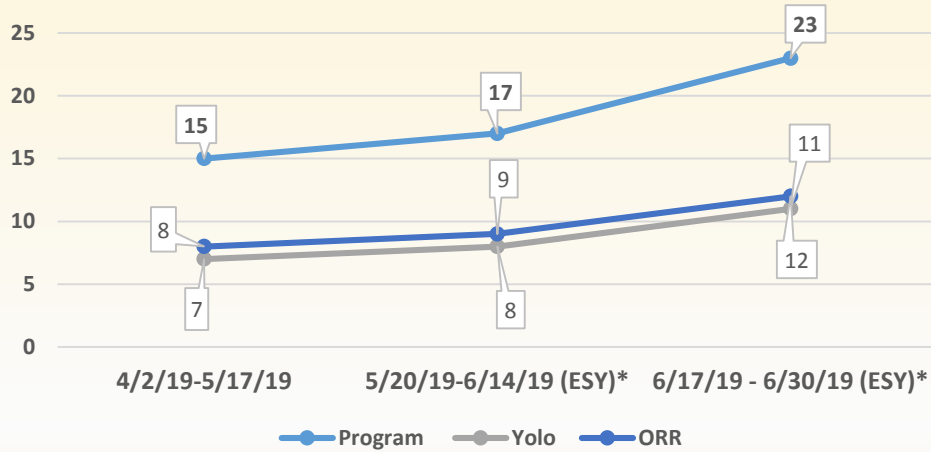
1. Data for Board August 2019

Dan Jacobs School

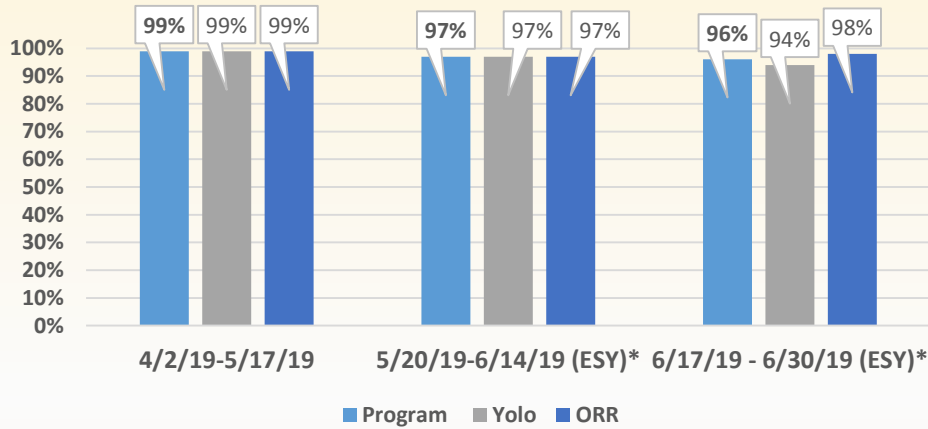
Attendance Months 11-13

Attendance Period 4/2/2019 – 6/30/2019

Enrollment Totals (#)
*ESY = Extended School Year

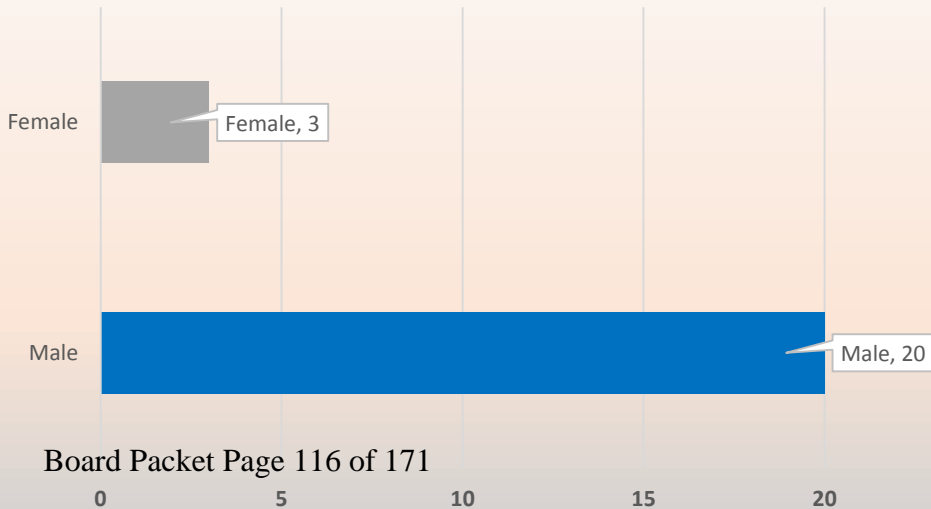


Average Attendance (%)
*ESY = Extended School Year



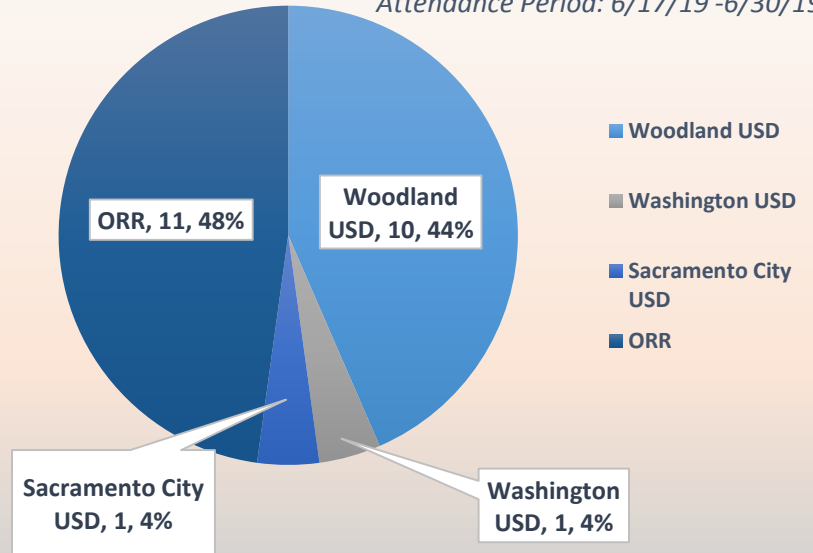
Gender

Attendance Period: 6/17/2019 - 6/30/2019



School District of Residence

Attendance Period: 6/17/19 -6/30/19



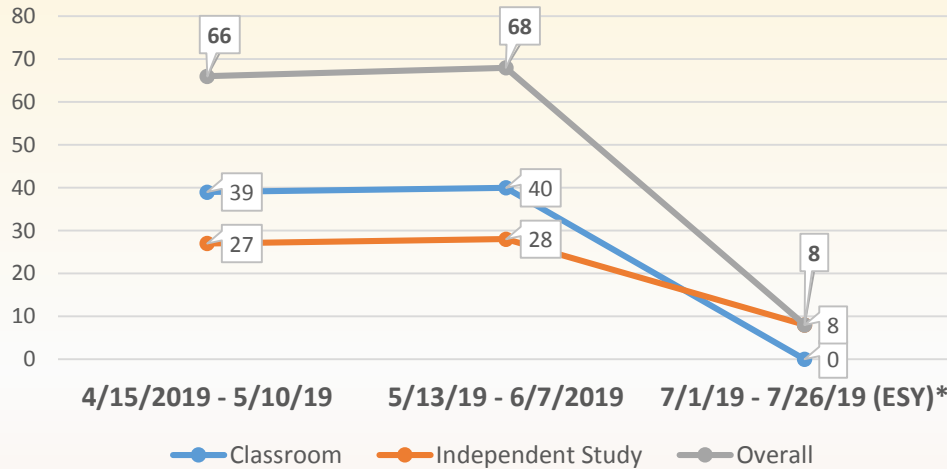
Cesar Chavez Community School - Woodland

Attendance Months 9,10 (2018-2019) and Month 1 (2019-2020)

Attendance Period: 4/15/2019 – 7/26/2019

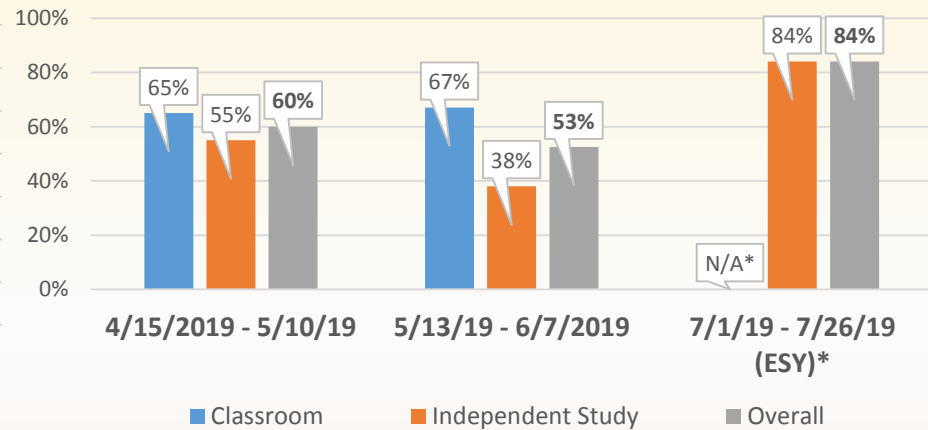
Enrollment Totals (#)

*ESY = Extended School Year- Independent Study Only



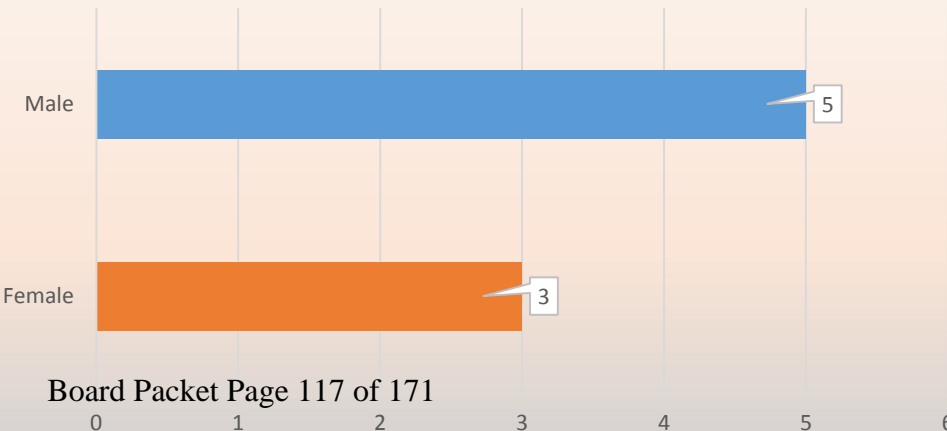
Average Attendance (%)

*N/A = No Classroom Instruction during Extended School Year (ESY) 7/1/19 - 7/26/19



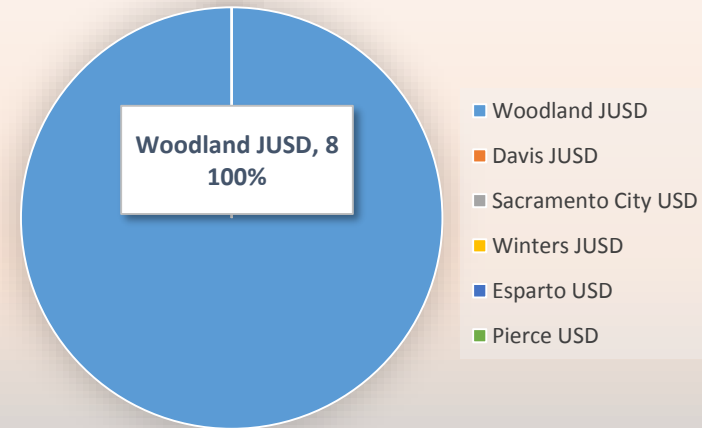
Gender

Attendance Period: 7/1/19 - 7/26/19



School District of Residence

Attendance Period: 7/1/19 – 7/26/19



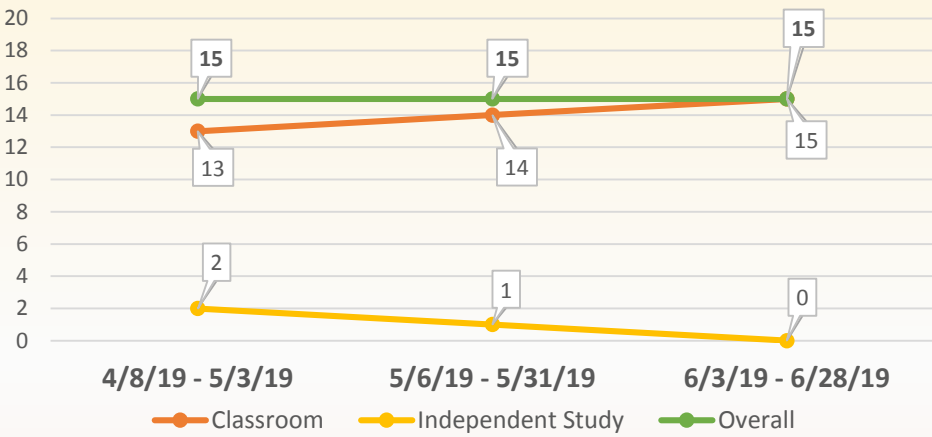
Cesar Chavez Community School – West Sac

Attendance Months 9 – 11

Attendance Period: 4/8/2019 – 6/28/2019

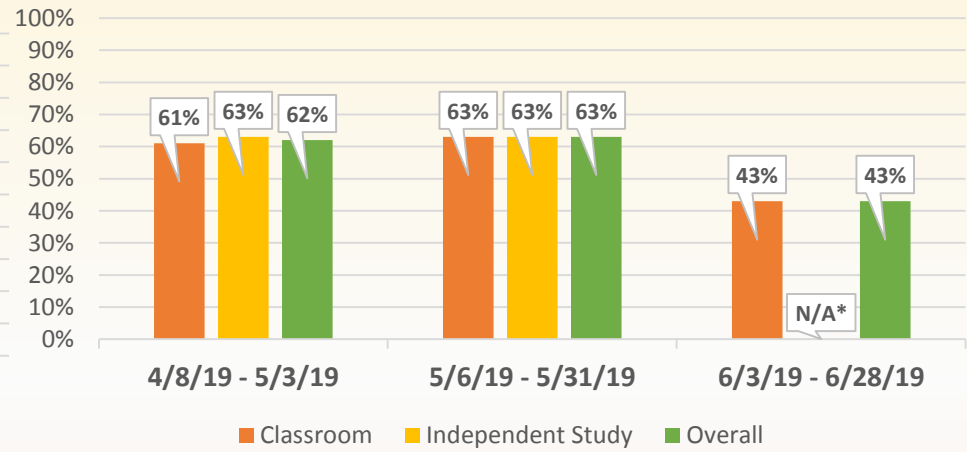
Enrollment Totals (#)

No students enrolled for Independent Studies for 6/3/19 - 6/28/19



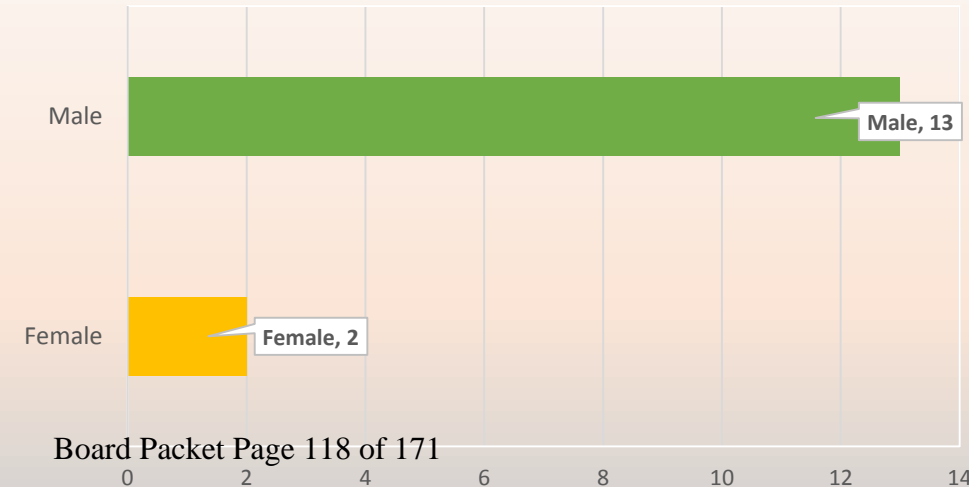
Average Attendance %

*N/A = No Students enrolled for Independent Study and no ADA received for 6/3/19 - 6/28/19



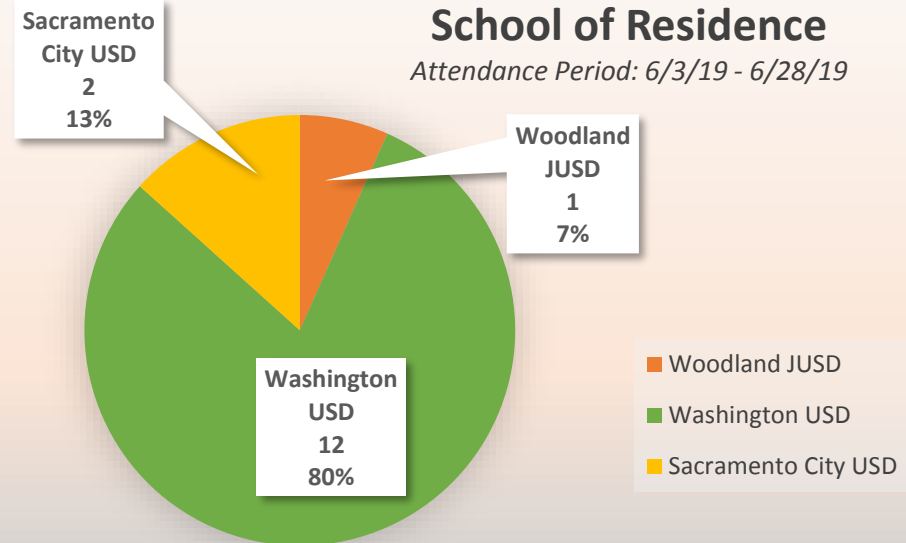
Gender

Attendance Period: 6/3/2019 - 6/28/2019



School of Residence

Attendance Period: 6/3/19 - 6/28/19



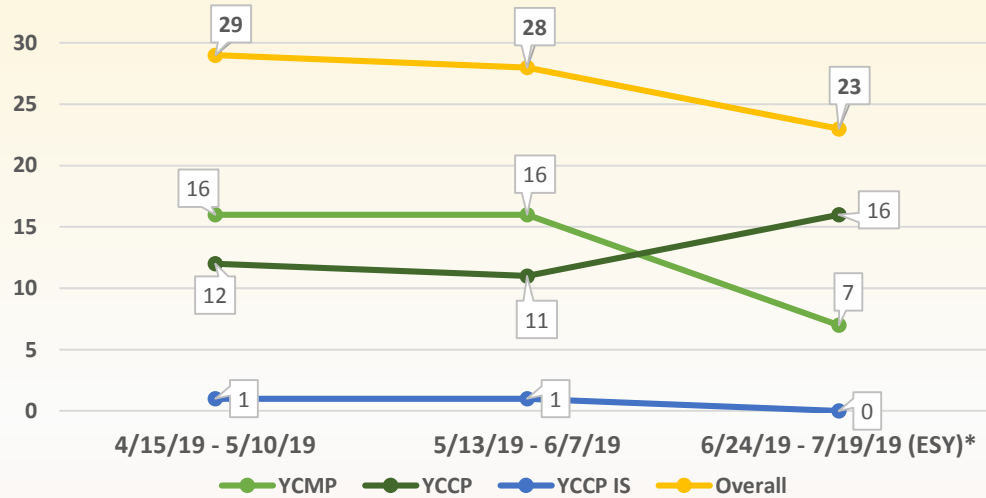
YCCA (Yolo County Career Academy)

Attendance Months 9,10 (2018-2019) and Month 1 (2019 -2020)

Attendance Period: 4/15/2019 – 7/19/2019

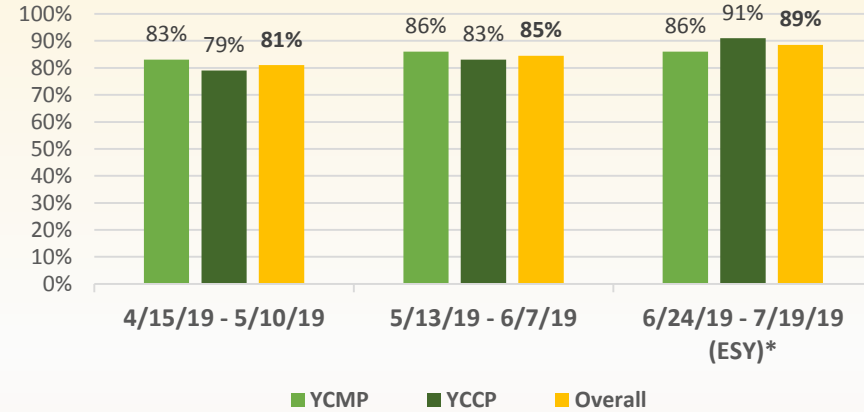
Enrollment Totals (#)

*ESY = Extended School Year- No Independent Study



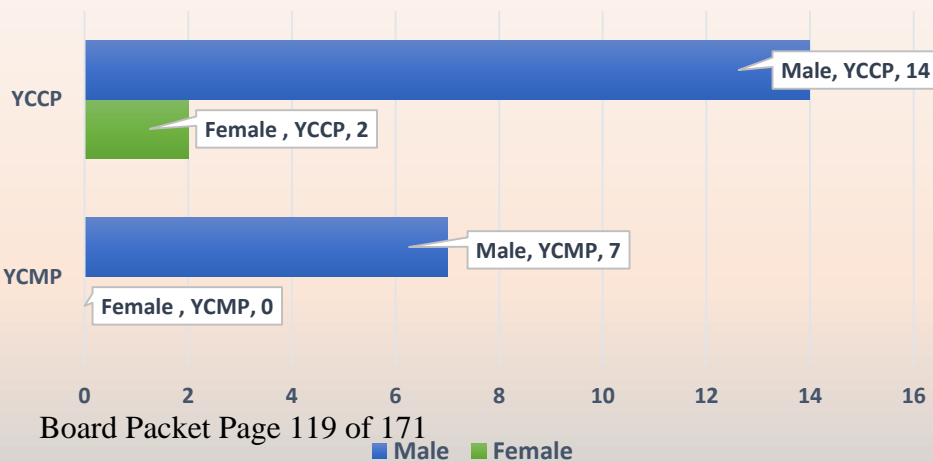
Average Attendance (%)

Independent Study – No measurable ADA to report for 4/15/19 -7/19/19



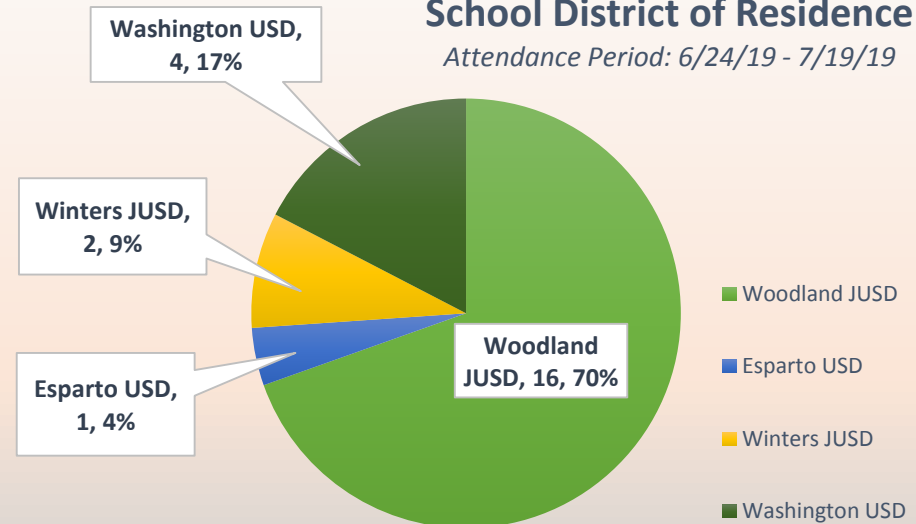
Gender

Attendance Period: 6/24/2019 - 7/19/2019



School District of Residence

Attendance Period: 6/24/19 - 7/19/19



Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190

6.5. First Reading of Board Policies - 6000 (Instruction) Series - 6 policies

Type:

Informational

Quick Summary/Abstract:

First Reading of Board Policies from the 6000 (Instruction) Series - 6 policies

- a. BP 6146.6 Identification and Education Under Section 504
- b. AR 6146.6 Identification and Education Under Section 504
- c. BP 6163.4 Student Use of Technology
- d. BP 6164.2 Guidance-Counseling Services
- e. BP 6164.5 Student Success Teams
- f. AR 6164.5 Student Success Teams

Description:

Dr. Carolynne Beno, Associate Superintendent, Educational Services is undergoing a review of the 6000 series (Instruction) policies. At this time six (6) policies with administrative regulations are being presented for information.

Recommended Motion:

For information. The Board will be asked to adopt the policies at the September 24, 2019 Regular meeting.

Attachments:

- 1. BP 6146.6
- 2. AR 6146.6
- 3. BP 6163.4
- 4. BP 6164.2
- 5. BP 6164.5
- 6. AR 6164.5

IDENTIFICATION AND EDUCATION UNDER SECTION 504

The Yolo County Governing Board believes that all children, including children with disabilities, should have the opportunity to learn in a safe and nurturing environment. The Yolo County Superintendent of Schools or designee shall work to identify children with disabilities who reside within the jurisdiction of the County Office in order to ensure that they receive educational and related services required by law.

The County Superintendent or designee shall provide qualified students with disabilities with a free appropriate public education (FAPE), as defined under Section 504 of the federal Rehabilitation Act of 1973. Such students shall receive regular or special education and related aids and services designed to meet their individual educational needs as adequately as the needs of students without disabilities are met. (34 CFR 104.33)

- (cf. 0410 - Nondiscrimination in District Programs and Activities)
- (cf. 0430 - Comprehensive Local Plan for Special Education)
- (cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
- (cf. 5141.22 - Infectious Diseases)
- (cf. 5141.23 - Asthma Management)
- (cf. 5141.24 - Specialized Health Care Services)
- (cf. 5141.27 - Food Allergies/Special Dietary Needs)
- (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

In addition, qualified students with disabilities shall be provided an equal opportunity to participate in programs and activities that are integral components of the County Office's basic education program, including, but not limited to, extracurricular athletics, interscholastic sports, and/or other nonacademic activities. (34 CFR 104.37)

- (cf. 6145 - Extracurricular and Cocurricular Activities)
- (cf. 6145.2 - Athletic Competition)
- (cf. 6145.5 - Student Organizations and Equal Access)

In providing services to students with disabilities under Section 504, the County Superintendent or designee shall ensure County Office compliance with law, including providing the students and their parents/guardians with applicable procedural safeguards and required notifications. Any dispute as to the identification, evaluation, or placement of any student with a disability shall be resolved in accordance with the processes specified in the "Procedural Safeguards" section of the accompanying administrative regulation.

The County Superintendent or designee shall maintain a list of impartial hearing officers who are

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

qualified and willing to conduct Section 504 hearings. To ensure impartiality, such officers shall not be employed by or under contract with the County Office in any other capacity except as hearing officer and shall not have any professional or personal involvement that would affect their impartiality or objectivity in the matter.

Legal Reference:

EDUCATION CODE

49423.5 Specialized physical health care services

52052 Accountability; numerically significant student subgroups

52060-52077 Local control and accountability plan

56043 Special education, timelines

56321 Assessment; development of IEP; parental notifications, consent

CODE OF REGULATIONS, TITLE 5

3051.12 Health and Nursing Services

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

705 Definitions; Vocational Rehabilitation Act

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF REGULATIONS, TITLE 28

35.101-35.190 Nondiscrimination on the basis of disability in state and local government services

CODE OF FEDERAL REGULATIONS, TITLE 34

104.1-104.61 Nondiscrimination on the basis of handicap, especially:

104.1 Purpose to effectuate Section 504 of the Rehabilitation Act of 1973

104.3 Definitions

104.32 Location and notification

104.33 Free appropriate public education

104.34 Educational setting

104.35 Evaluation and placement

104.36 Procedural safeguards

104.37 Nonacademic services

104.7 Responsible employee; grievance procedures

COURT DECISIONS

Christopher S. v. Stanislaus County Office of Education, (2004) 384 F.3d 1205

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

Management Resources:

CSBA PUBLICATIONS

Rights of Students with Diabetes Under IDEA and Section 504, Policy Brief, December 2007

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007

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

Dear Colleague Letter and Resource Guide on Students with ADHD, July 2016

Protecting Students with Disabilities: Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, October 2015

Dear Colleague Letter, January 2013

Dear Colleague Letter and Questions and Answers on ADA Amendments Act of 2008 for Students with Disabilities Attending Public Elementary and Secondary Schools, January 2012

Free Appropriate Public Education for Students with Disabilities: Requirements under Section 504 of the Rehabilitation Act of 1973, September 2007

WEB SITES

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

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

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr>

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

IDENTIFICATION AND EDUCATION UNDER SECTION 504

The Yolo County Superintendent of Schools designates the following position as the County Office's 504 Coordinator to implement the requirements of Section 504 of the federal Rehabilitation Act of 1973: (34 CFR 104.7)

Alternative Education Vice Principal
255 W Beamer St., Woodland, CA 95695
(530) 668-3090

Definitions

For the purpose of implementing Section 504, the following terms and phrases shall have only the meanings specified below:

Free appropriate public education (FAPE) means the provision of regular or special education and related aids and services designed to meet the individual educational needs of a student with disabilities as adequately as the needs of students without disabilities are met, at no cost to the student or his/her parent/guardian except when a fee is specifically authorized by law for all students. (34 CFR 104.33)

(cf. 3260 - Fees and Charges)

Student with a disability means a student who has a physical or mental impairment which substantially limits one or more major life activities. (28 CFR 35.108)

Physical impairment means any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genito-urinary, immune, hemic, lymphatic, skin, and endocrine. (28 CFR 35.108)

Mental impairment means any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disability. (28 CFR 35.108)

Substantially limits major life activities means limiting a person's ability to perform functions, as compared to most people in the general population, such as caring for himself/herself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, writing, communicating, and working. Major life activities also includes major bodily functions such as functions of the

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

immune system, special sense organs and skin, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions, as well as the operation of an individual organ within a body system. The determination of whether an impairment substantially limits a student's major life activities shall be made without regard to the ameliorative effects of mitigating measures other than ordinary eyeglasses or contact lenses. Mitigating measures are measures that an individual may use to eliminate or reduce the effects of an impairment, including, but not limited to, medications, medical supplies or equipment, prosthetic devices, assistive devices, reasonable modifications or auxiliary aids or services, learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy. (42 USC 12102; 28 CFR 35.108)

Referral, Identification, and Evaluation

Any action or decision to be taken by the County Office involving the referral, identification, or evaluation of a student with disabilities shall be in accordance with the following procedures:

1. A parent/guardian, teacher, other school employee, student success team, or community agency may refer a student to the principal/site administrator or 504 Coordinator for identification as a student with a disability under Section 504.

(cf. 6164.5 - Student Success Teams)

2. Upon receipt of any such referral, the principal/site administrator, 504 Coordinator, or other qualified individual with expertise in the area of the student's suspected disability shall consider the referral and determine whether an evaluation is appropriate. This determination shall be based on a review of the student's school records, including those in academic and nonacademic areas of the school program; consultation with the student's teacher(s), other professionals, and the parent/guardian, as appropriate; and analysis of the student's needs.

If it is determined that an evaluation is unnecessary, the principal/site administrator or 504 Coordinator shall inform the parents/guardians in writing of this decision and of the procedural safeguards available, as described in the "Procedural Safeguards" section below.

3. If the student needs or is believed to need special education or related services under

Section 504, the County Office shall conduct an evaluation of the student prior to his/her initial placement. (34 CFR 104.35)

Prior to conducting an initial evaluation of a student for eligibility under Section 504, the County

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

Office shall obtain written parent/guardian consent.

The County Office's evaluation procedures shall ensure that the tests and other evaluation materials: (34 CFR 104.35)

- a. Have been validated and are administered by trained personnel in conformance with the instruction provided by the test publishers
- b. Are tailored to assess specific areas of educational need and are not merely designed to provide a single general intelligence quotient
- c. Reflect the student's aptitude or achievement or whatever else the tests purport to measure rather than his/her impaired sensory, manual, or speaking skills, except where those skills are the factors that the tests purport to measure

Section 504 Services Plan and Placement

Services and placement decisions for students with disabilities shall be determined as follows:

1. A multidisciplinary 504 team shall be convened to review the evaluation data in order to make placement decisions.

The 504 team shall consist of a group of persons knowledgeable about the student, the meaning of the evaluation data, and the placement options. (34 CFR 104.35)

In interpreting evaluation data and making placement decisions, the team shall draw upon information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The team shall also ensure that information obtained from all such sources is documented and carefully considered and that the placement decision is made in conformity with 34 CFR 104.34. (34 CFR 104.35)

2. If, upon evaluation, a student is determined to be eligible for services under Section 504, the team shall meet to develop a written 504 services plan which shall specify the types of regular or special education services, accommodations, and supplementary aids and services necessary to ensure that the student receives FAPE.

The parents/guardians shall be invited to participate in the meeting and shall be given an opportunity to examine all relevant records.

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.23 - Asthma Management)

(cf. 5141.24 - Specialized Health Care Services)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

3. If the 504 team determines that no services are necessary for the student, the record of the team's meeting shall reflect whether or not the student has been identified as a person with a disability under Section 504 and shall state the basis for the determination that no special services are presently needed. The student's parent/guardian shall be informed in writing of his/her rights and procedural safeguards, as described in the "Procedural Safeguards" section below.

4. The student shall be placed in the regular educational environment, unless the County Office can demonstrate that the education of the student in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily. The student shall be educated with those who are not disabled to the maximum extent appropriate to his/her individual needs. (34 CFR 104.34)

5. The County Office shall complete the identification, evaluation, and placement process within a reasonable time frame. The County Office shall adhere to this time frame regardless of any extended school breaks or times that school is otherwise not in session.

6. A copy of the student's Section 504 services plan shall be kept in his/her student record. The student's teacher(s) and any other staff who provide services to the student shall be informed of the plan's requirements.

If a student transfers to another school/program within the County Office, the principal/site administrator or designee at the school/program from which the student is transferring shall ensure that the principal/site administrator or designee at the new school/program receives a copy of the plan prior to the student's enrollment in the new school/program.

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5125 - Student Records)

Review and Reevaluation

The 504 team shall monitor the progress of the student and, at least annually, shall review the

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

effectiveness of the student's Section 504 services plan to determine whether the services are appropriate and necessary and whether the student's needs are being met as adequately as the needs of students without disabilities are met. In addition, each student with a disability under Section 504 shall be reevaluated at least once every three years.

A reevaluation of the student's needs shall be conducted before any subsequent significant change in placement. (34 CFR 104.35)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Procedural Safeguards

The County Superintendent or designee shall notify the parents/guardians of students with disabilities of all actions and decisions by the County Office regarding the identification, evaluation, or educational placement of their children. He/she also shall notify the parents/guardians of all the procedural safeguards available to them if they disagree with the County Office's action or decision, including an opportunity to examine all relevant records and an impartial hearing in which they shall have the right to participate. (34 CFR 104.36)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

If a parent/guardian disagrees with any County Office action or decision regarding the identification, evaluation, or educational placement of his/her child under Section 504, he/she may request a Section 504 due process hearing within 30 days of that action or decision.

Prior to requesting a Section 504 due process hearing, the parent/guardian may, at his/her discretion, but within 30 days of the County Office's action or decision, request an administrative review of the action or decision. The Coordinator shall designate an appropriate administrator to meet with the parent/guardian to attempt to resolve the issue and the administrative review shall be held within 14 days of receiving the parent/guardian's request. If the parent/guardian is not satisfied with the resolution of the issue, or if the parent/guardian did not request an administrative review, he/she may request a Section 504 due process hearing.

A Section 504 due process hearing shall be conducted in accordance with the following procedures:

1. The parent/guardian shall submit a written request to the Coordinator within 30 days of receiving the County Office's decision or, if an administrative review is held, within 14 days of the completion of the review. The request for the due process hearing shall include:

IDENTIFICATION AND EDUCATION UNDER SECTION 504 (continued)

- a. The specific nature of the decision with which he/she disagrees
- b. The specific relief he/she seeks
- c. Any other information he/she believes is pertinent to resolving the disagreement
2. Within 30 days of receiving the parent/guardian's request, the County Superintendent or designee and 504 Coordinator shall select an impartial hearing officer. This 30-day deadline may be extended for good cause or by mutual agreement of the parties.
3. Within 45 days of the selection of the hearing officer, the Section 504 due process hearing shall be conducted and a written decision mailed to all parties. This 45-day deadline may be extended for good cause or by mutual agreement of the parties.
4. The parties to the hearing shall be afforded the right to:
 - a. Be accompanied and advised by legal counsel and by individuals with special knowledge or training related to the problems of students with disabilities under Section 504
 - b. Present written and oral evidence
 - c. Question and cross-examine witnesses
 - d. Receive written findings by the hearing officer stating the decision and explaining the reasons for the decision

If desired, either party may seek a review of the hearing officer's decision by a federal court of competent jurisdiction.

Notifications

The County Superintendent or designee shall ensure that the County Office has taken appropriate steps to notify students and parents/guardians of the County Office's duty under Section 504. (34 CFR 104.32)

(cf. 5145.6 - Parental Notifications)

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

STUDENT USE OF TECHNOLOGY

The Yolo County Governing Board intends that technological resources provided by the County Office be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. All students using these resources shall receive instruction in their proper and appropriate use.

(cf. 0440 - District Technology Plan)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4040 - Employee Use of Technology)
(cf. 6163.1 - Library Media Centers)

Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Yolo County Superintendent of Schools or designee shall notify students and parents/guardians about authorized uses of County Office technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this County Board policy and the County Office's Acceptable Use Agreement.

The County Office technology includes, but is not limited to, computers, the County Office's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through County Office-owned or personally owned equipment or devices.

Before a student is authorized to use County Office technology, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement. In that agreement, the parent/guardian shall agree not to hold the County Office or any County Office staff responsible for the failure of any technology protection measures or user mistakes or negligence and shall agree to indemnify and hold harmless the County Office and County Office staff for any damages or costs incurred.

(cf. 6162.6 - Use of Copyrighted Materials)

The County Office reserves the right to monitor student use of technology within the jurisdiction of the County Office without advance notice or consent. Students shall be informed that their use

STUDENT USE OF TECHNOLOGY (continued)

of County Office technology, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the County Office for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the County Office technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, County Office policy, or school rules.

(cf. 5145.12 - Search and Seizure)

The County Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any County Office student in accordance with Education Code 49073.6 and BP/AR 5125 - Student Records.

(cf. 5125 - Student Records)

Whenever a student is found to have violated Board policy or the County Office's Acceptable Use Agreement, the principal/site administrator or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the County Office's equipment and other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

(cf. 5144 - Discipline)

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

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The County Superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using County Office technology and to help ensure that the County Office adapts to changing technologies and circumstances.

Internet Safety

The County Superintendent or designee shall ensure that all County Office computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 USC 7131; 47 USC 254; 47 CFR 54.520)

To reinforce these measures, the County Superintendent or designee shall implement rules and

STUDENT USE OF TECHNOLOGY (continued)

procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)

The County Office's Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy County Office equipment or materials or manipulate the data of any other user, including so-called "hacking"

3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The County Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying.

STUDENT USE OF TECHNOLOGY (continued)

Legal Reference:

EDUCATION CODE

49073.6 Student records; social media

51006 Computer education and resources

51007 Programs to strengthen technological skills

60044 Prohibited instructional materials

PENAL CODE

313 Harmful matter

502 Computer crimes, remedies

632 Eavesdropping on or recording confidential communications

653.2 Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 15

6501-6506 Children's Online Privacy Protection Act

UNITED STATES CODE, TITLE 20

7101-7122 Student Support and Academic Enrichment Grants

7131 Internet safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

312.1-312.12 Children's Online Privacy Protection Act

CODE OF FEDERAL REGULATIONS, TITLE 47

54.520 Internet safety policy and technology protection measures, E-rate discounts

COURT DECISIONS

New Jersey v. T.L.O., (1985) 469 U.S. 325

Management Resources:

CSBA PUBLICATIONS

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

FEDERAL TRADE COMMISSION PUBLICATIONS

How to Protect Kids' Privacy Online: A Guide for Teachers, December 2000

WEB SITES

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

American Library Association: <http://www.ala.org>

California Coalition for Children's Internet Safety: <http://www.cybersafety.ca.gov>

Center for Safe and Responsible Internet Use: <http://csriu.org>

Federal Communications Commission: <http://www.fcc.gov>

Federal Trade Commission, Children's Online Privacy Protection:

<http://www.ftc.gov/privacy/privacyinitiatives/childrens.html>

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

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, CA

GUIDANCE/COUNSELING SERVICES

The Yolo County Governing Board recognizes that a structured, coherent and comprehensive counseling program promotes academic achievement and serves the diverse needs of all County office students. Counseling staff shall be available to provide students with individualized reviews of their educational progress toward academic and/or career and vocational goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

The Yolo County Superintendent of Schools or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

(cf. 4112.2 - Certification)

Responsibilities of school counselors include, but are not limited to:

1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement
2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities
3. Using multiple sources of information to monitor and improve student behavior and achievement
4. Collaborating and coordinating with school and community resources
5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

6. Intervening to ameliorate school-related problems, including issues related to chronic absences

GUIDANCE/COUNSELING SERVICES (continued)

(cf. 5113.1 - Chronic Absence and Truancy)

7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying

8. Improving school climate and student well-being

(cf. 5137 - Positive School Climate)

9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs

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

10. Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Learners)

11. Engaging in continued development as a professional school counselor

(cf. 4131 - Staff Development)

Educational Counseling

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career counseling and course selection so that they may participate in the counseling sessions and decisions. (Education Code 221.5)

(cf. 5145.6 - Parental Notifications)

The educational counseling program shall include academic counseling in the following areas: (Education Code 49600)

1. Development and implementation, with parent/guardian involvement, of the student's

GUIDANCE/COUNSELING SERVICES (continued)

immediate and long-range educational plans

2. Optimizing progress towards achievement of proficiency standards
3. Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes
4. Academic planning for access and success in higher education programs, including advisement on courses needed for admission to public colleges and universities, standardized admissions tests, and financial aid
5. Career and vocational counseling, in which students are assisted in doing all of the following:
 - a. Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition
 - b. Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success
 - c. Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle
 - d. Understanding the relationship between academic achievement and career success, and the importance of maximizing career options
 - e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences

(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)
(cf. 6178.2 - Regional Occupational Center/Program)
 - f. Understanding the need to develop essential employable skills and work habits
 - g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment

GUIDANCE/COUNSELING SERVICES (continued)

procedures

The County Office's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.

The County Superintendent or designee shall establish and maintain a program of guidance, placement, and follow-up for all high school students subject to compulsory continuation education. (Education Code 48431)

(cf. 6184 - Continuation Education)

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the County Office shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

OPTION 1: Colleges and prospective employers, including military recruiters, shall have the same access to students for recruiting purposes. (Education Code 49603; 10 USC 503; 20 USC 7908)

OPTION 2: Colleges and prospective employers, including military recruiters, shall not have access to students for recruiting purposes. (Education Code 49603; 10 USC 503)

(cf. 5125.1 - Release of Directory Information)

Personal or Mental Health Counseling

GUIDANCE/COUNSELING SERVICES (continued)

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

- (cf. 5113 - Absences and Excuses)
- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5141.4 - Child Abuse Prevention and Reporting)
- (cf. 5141.6 - School Health Services)
- (cf. 5145.9 - Hate-Motivated Behavior)
- (cf. 5147 - Dropout Prevention)
- (cf. 6164.5 - Student Success Teams)

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

- (cf. 5022 - Student and Family Privacy Rights)
- (cf. 5125 - Student Records)

A counselor shall consult with the County Superintendent or designee and, as appropriate, with the County Office's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before,

GUIDANCE/COUNSELING SERVICES (continued)

during, and after a crisis.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

In addition, the County Superintendent or designee shall identify crisis counseling resources to train County Office staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

(cf. 5136 - Gangs)

(cf. 5141.52 - Suicide Prevention)

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

44266 Pupil personnel services credential

48431 Establishing and maintaining high school guidance and placement program

49600-49604 Educational counseling

51250-51251 School age military dependents

51513 Personal beliefs

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

124260 Mental health services; consent by minors age 12 and older

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

GUIDANCE/COUNSELING SERVICES (continued)

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family educational rights and privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counselor Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education, access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpco/hottopics/ht10-09-02.html>

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, CA

STUDENT SUCCESS TEAMS

The Yolo County Governing Board encourages the collaboration of parents/guardians, teachers, resource personnel, administrators and students in evaluating the strengths and needs of students having academic, attendance or behavioral difficulties and in identifying strategies and programs that may assist the students. The Yolo County Superintendent of Schools or designee shall establish student success teams as needed to address individual students' needs.

(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)

The County Superintendent or designee shall establish a process for initiating referrals of students to the student success team.

Each student success team shall develop intervention strategies to assist the student. Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - School Health Services)
(cf. 5144 - Discipline)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6020 - Parent Involvement)
(cf. 6158 - Independent Study)
(cf. 6159 - Individualized Education Program)
(cf. 6159.4 - Behavioral Interventions for Special Education Students)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6171 - Title I Programs)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6174 - Education for English Learners)
(cf. 6175 - Migrant Education Program)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)
(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work Based Learning)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)

STUDENT SUCCESS TEAMS (continued)

(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

The student success team shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, and develop additional interventions as needed.

Legal Reference:

EDUCATION CODE

8800-8807 Healthy Start support services for children

48260-48273 Truancy

48400-48454 Continuation education

49600-49604 Educational counseling

51745-51749.3 Independent study programs

54400-54425 Programs for disadvantaged children

54440-54445 Migrant children

WELFARE AND INSTITUTIONS CODE

4343-4352.5 Primary interventions program, mental health

18986.40-18986.46 Interagency children's services

Management Resources:

CDE PUBLICATIONS

SB 65 School-Based Pupil Motivation and Maintenance Program Guidelines (2000-01 Edition), 2000

Student Success Teams: Supporting Teachers in General Education, 1997

CALIFORNIA DROPOUT PREVENTION NETWORK PUBLICATIONS

SST: Student Success Teams, 2000

WEB SITES

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

California Dropout Prevention Network: <http://www.edualliance.org/cdpn>

National Dropout Prevention Center: <http://www.dropoutprevention.org>

Policy Adopted:

YOLO COUNTY OFFICE OF EDUCATION

Woodland, CA

STUDENT SUCCESS TEAMS

Team Membership

Members of individual student success teams may include:

1. The principal/site administrator or designee
2. One or more of the student's classroom teachers or former teachers
3. The student's parents/guardians
4. The student if appropriate
5. Resource personnel or specialists, such as a school counselor, psychologist, nurse, outreach consultant, special education resource person, categorically funded staff person, department chairperson, speech and language specialist, reading specialist, social worker, probation officer, community resource representative, mental health worker or other person relevant to the student's situation

Team Responsibilities

The principal/site administrator or designee shall:

1. Schedule meetings and establish meeting procedures
2. Contact parents/guardians and other team members regarding team meetings
3. Consult with appropriate school or district resource personnel
4. Arrange for observation of the student in the problem situation as needed
5. Collect any additional background information necessary to inform team members about the student's strengths and needs
6. Help the student and parents/guardians prepare for the meeting
7. Facilitate the team meetings

STUDENT SUCCESS TEAMS (continued)

8. Ensure that the student's progress is monitored and that follow-up meetings are regularly scheduled

DRAFT

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6.6. YCOE Organizational Charts

Type:

Informational

Description:

Superintendent Garth Lewis will present this item.

Recommended Motion:

For information.

Attachments:

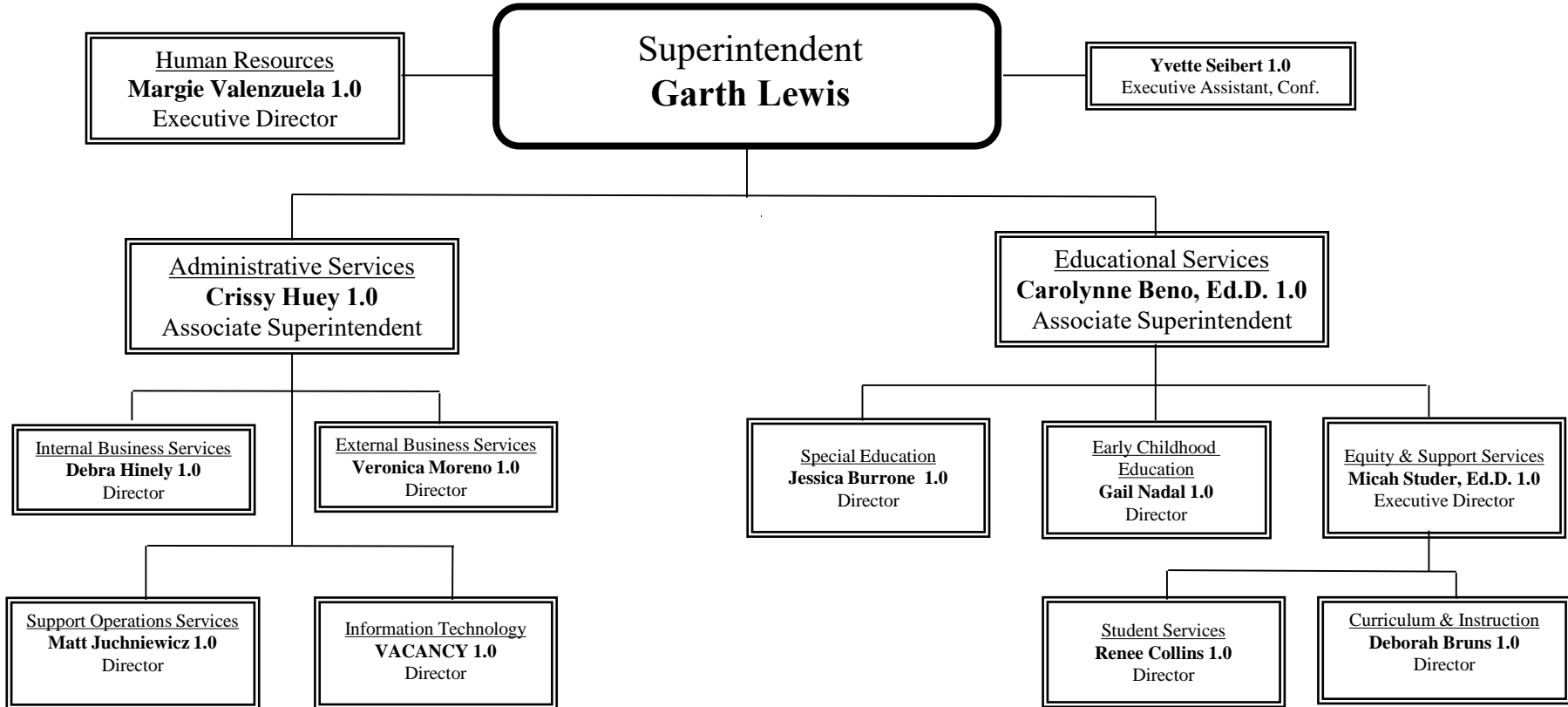
1. County Superintendent
2. Administrative Services
3. Curriculum & Instruction
4. ECE
5. Educational Services
6. Equity & Support Services
7. External Business Services
8. HS EHS
9. Human Resources
10. Information Technology Services
11. Internal Business Services
12. SELPA
13. Special Education
14. Student Services
15. Support Operations Services

16. Voters Board

Yolo County

OFFICE OF EDUCATION

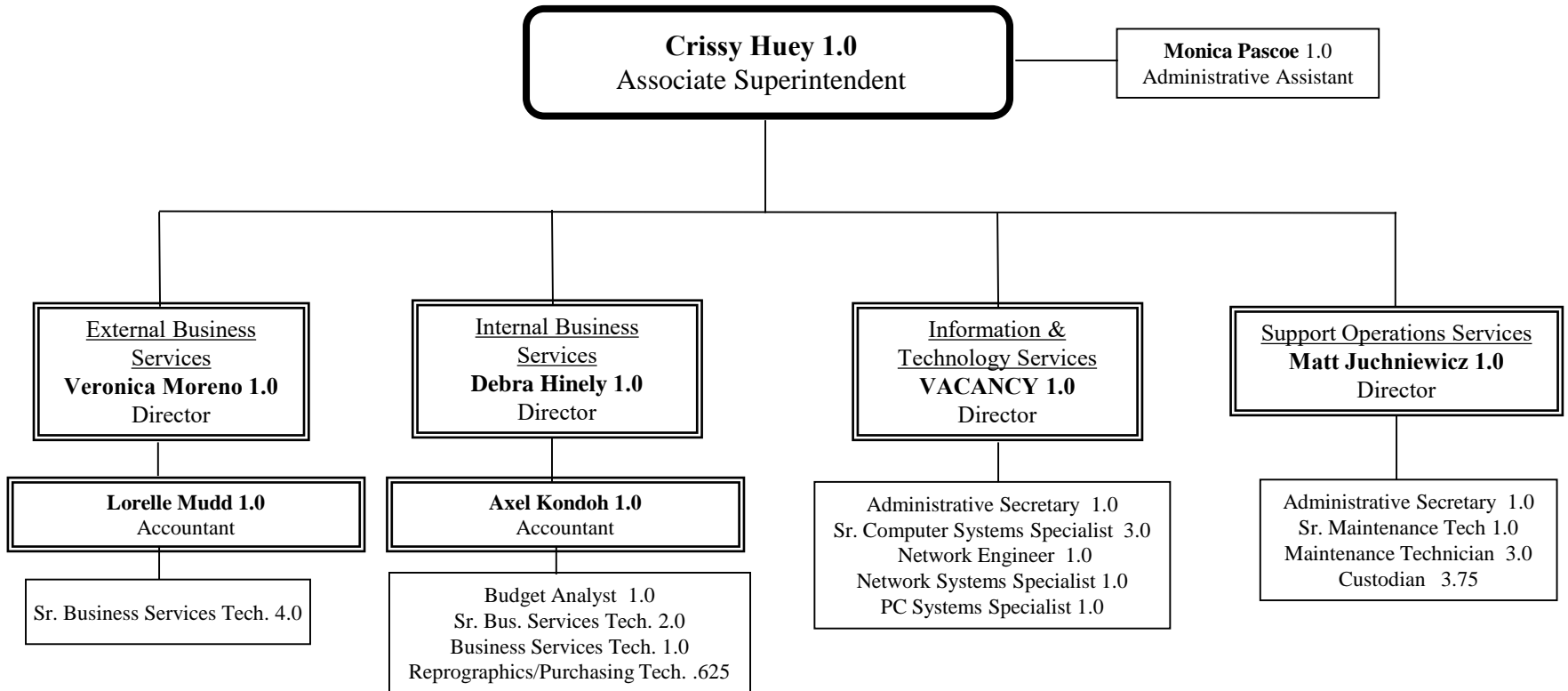
2019-20 County Superintendent



Yolo County
OFFICE OF
EDUCATION

2019-20

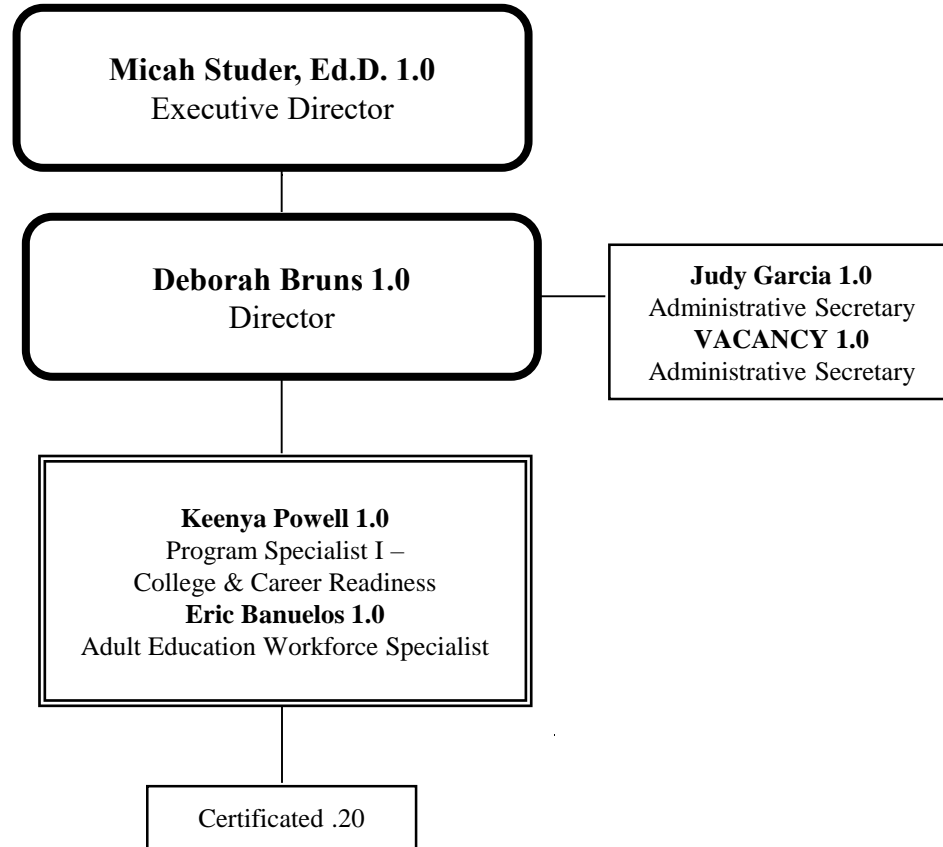
Administrative Services Division



Yolo County
OFFICE OF
EDUCATION

2019-20

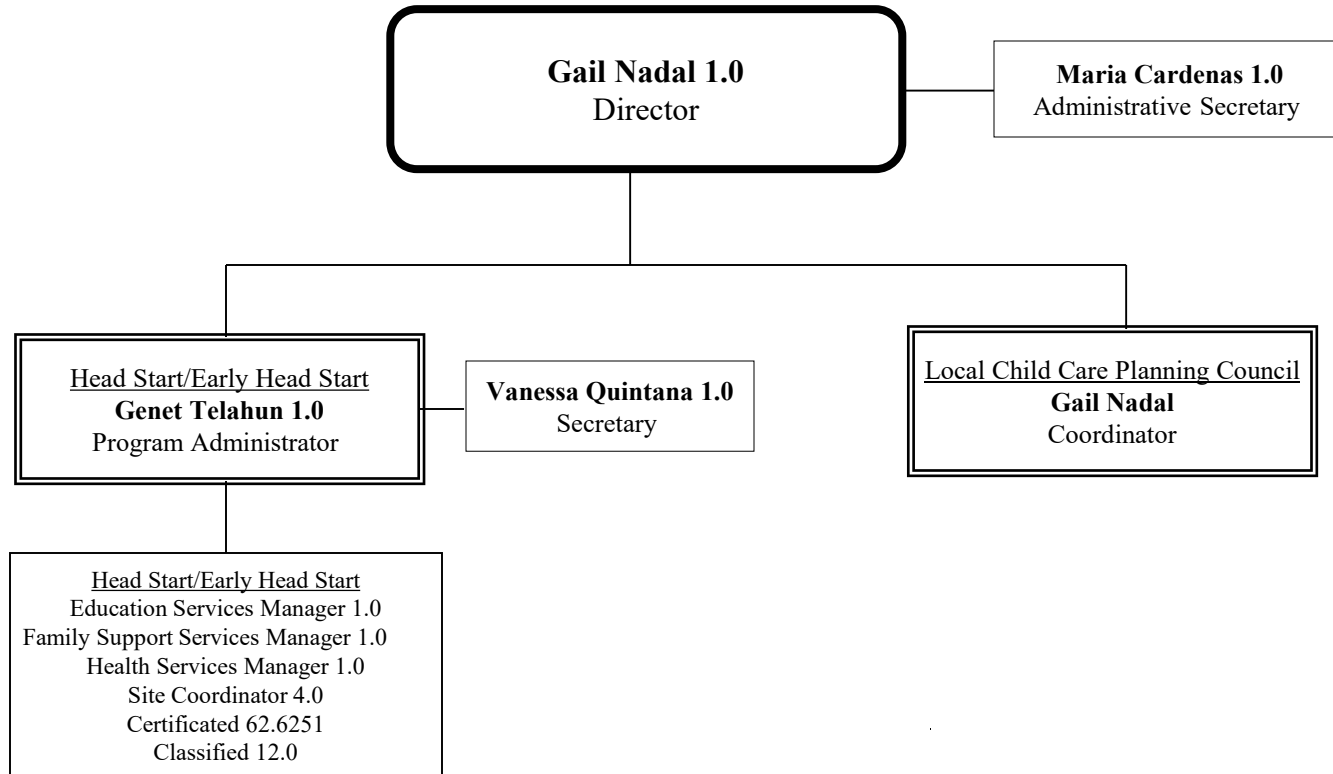
Curriculum & Instruction



Yolo County
OFFICE OF
EDUCATION

2019-20

Early Childhood Education



Yolo County

OFFICE OF EDUCATION

PLEASE NOTE: Staffing changes are in progress. FTE information will change.

2019-20

Educational Services Division

Carolynne Beno, Ed.D. 1.0
Associate Superintendent

Anissa Still 1.0
Administrative Assistant

Liliana Garcia 1.0
Administrative Secretary

Equity & Support Services
Micah Studer, Ed.D. 1.0
Executive Director

Special Education
Jessica Burrone 1.0
Director
Jonelle Castiglia 1.0
Principal
Jessica Bohatch-Easton 1.0
Principal
Susan Jones 1.0
Behavior Analyst
VACANCY .50
Program Specialist II-
Early Childhood Special Education

Early Childhood Education
Gail Nadal 1.0
Director/LCCPC Coordinator
Genet Telahun 1.0
Program Administrator
Amee Dowkes 1.0
Education Services Manager
Nicole Castrejon 1.0
Family Support Services Manager
Gustavo Melgoza 1.0
Health Services Manager
M. Connie Luna-Garcia 1.0
Site Coordinator
Jacqueline Tam 1.0
Site Coordinator
Silvia Meza Lara 1.0
Site Coordinator
Sandra Hernandez 1.0
Site Coordinator

Student Services
Renee Collins 1.0
Director
Gayelynn Gerhart 1.0
Principal
Chris Reyna 1.0
Vice Principal
Mariah Ernst-Collins 1.0
Program Specialist I-Homeless Education
& Foster Youth
Krista Purdom 1.0
Program Specialist II-Educational
Technology
Kaelin Souza 1.0
Program Specialist II-
Counseling/Learning Support

Curriculum & Instruction
Deborah Bruns 1.0
Director
Keenya Powell 1.0
Program Specialist I-
College & Career Readiness
Eric Banuelos 1.0
Adult Education Workforce Specialist

Administrative Secretary 2.0
Certificated .20

Administrative Secretary 2.0
Secretary .50
Certificated 36.6
Classified 56.5625

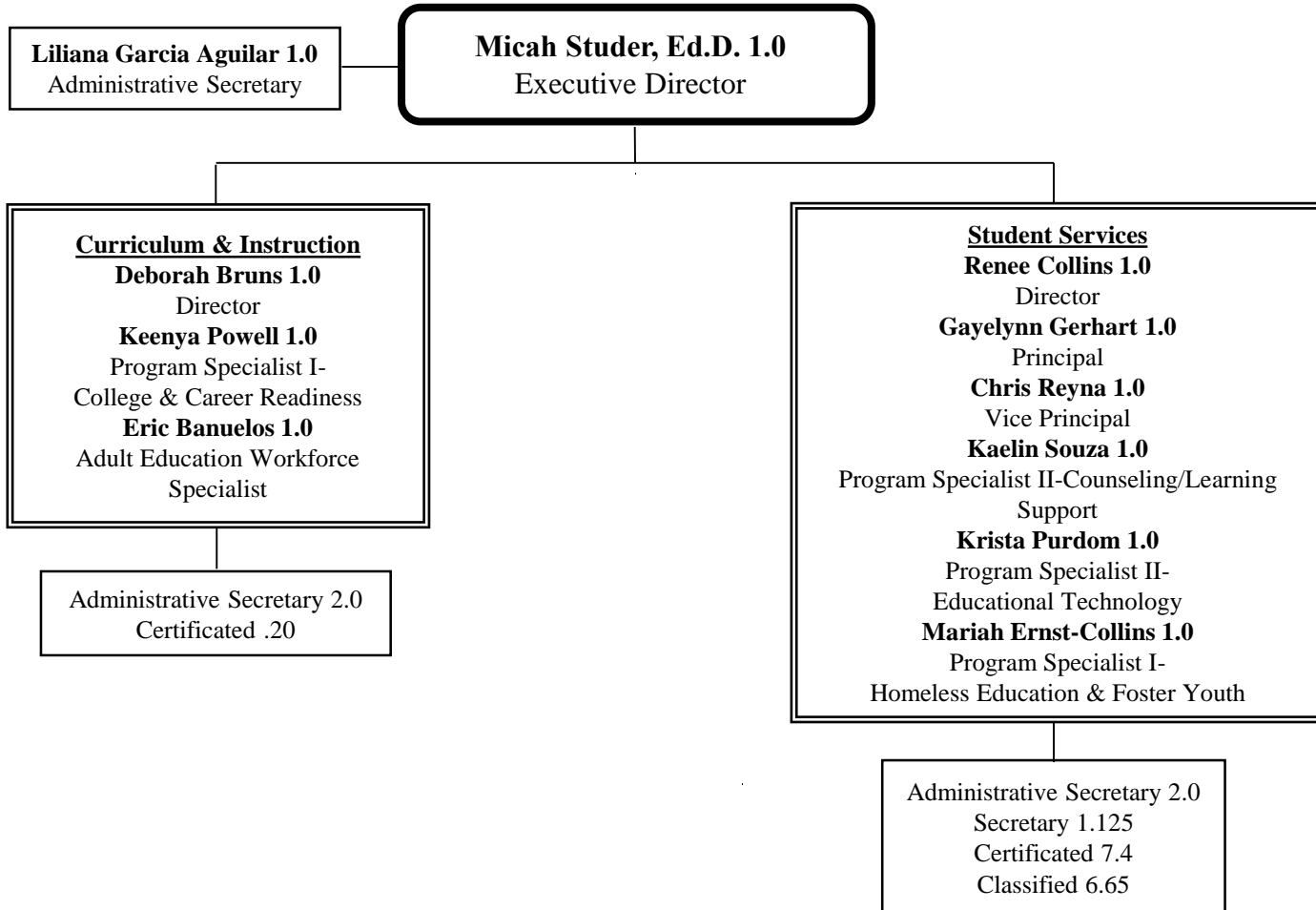
Administrative Secretary 1.0
Secretary 1.0
Certificated 62.6251
Classified 12.0

Administrative Secretary 2.0
Secretary 1.125
Certificated 52.4
Classified 6.65

Yolo County
OFFICE OF
EDUCATION

2019-20

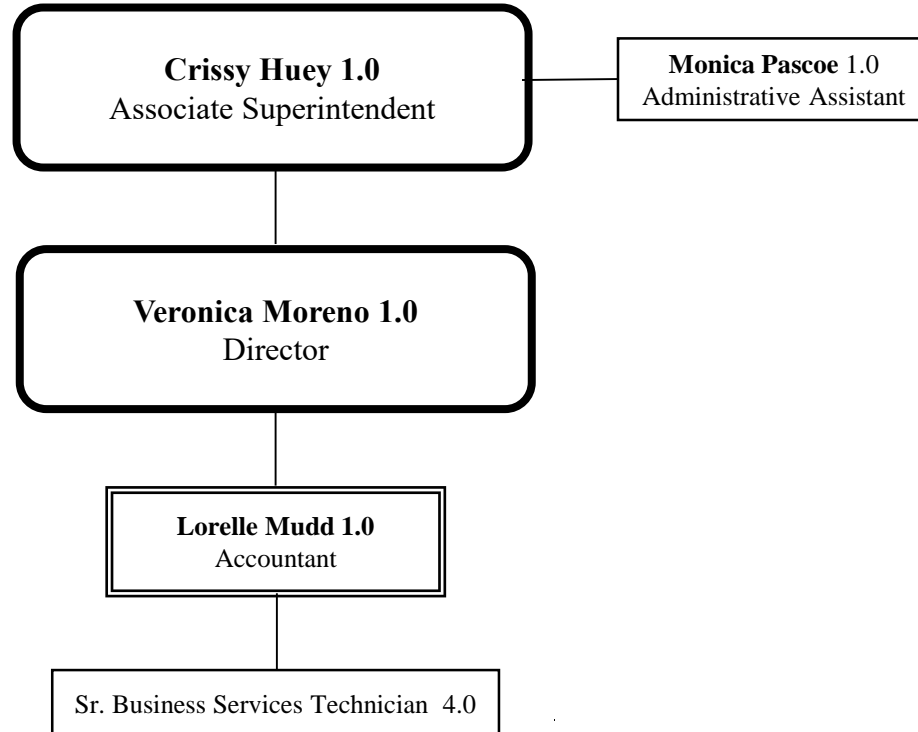
Equity & Support Services



Yolo County
OFFICE OF
EDUCATION

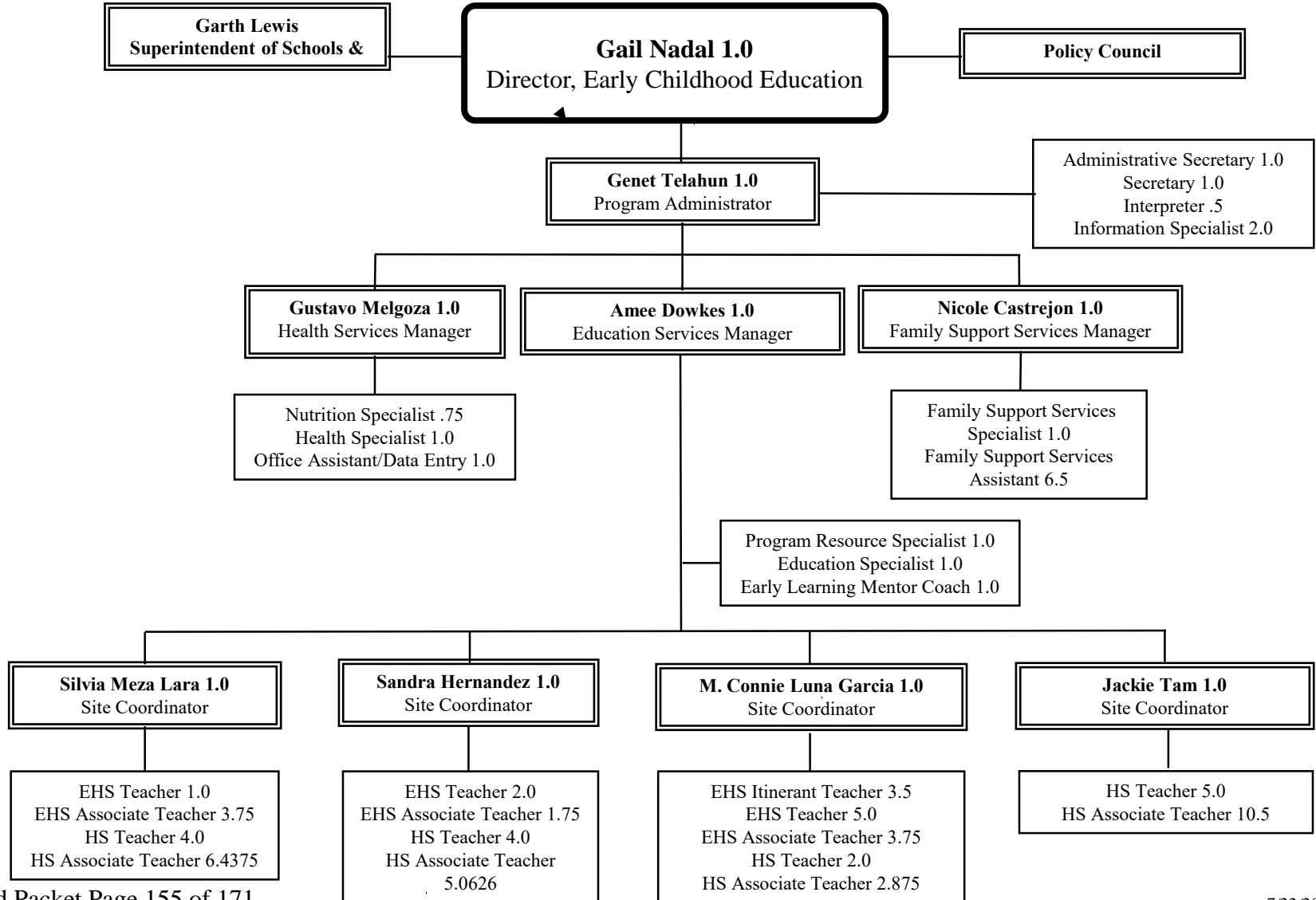
2019-20

External Business Services





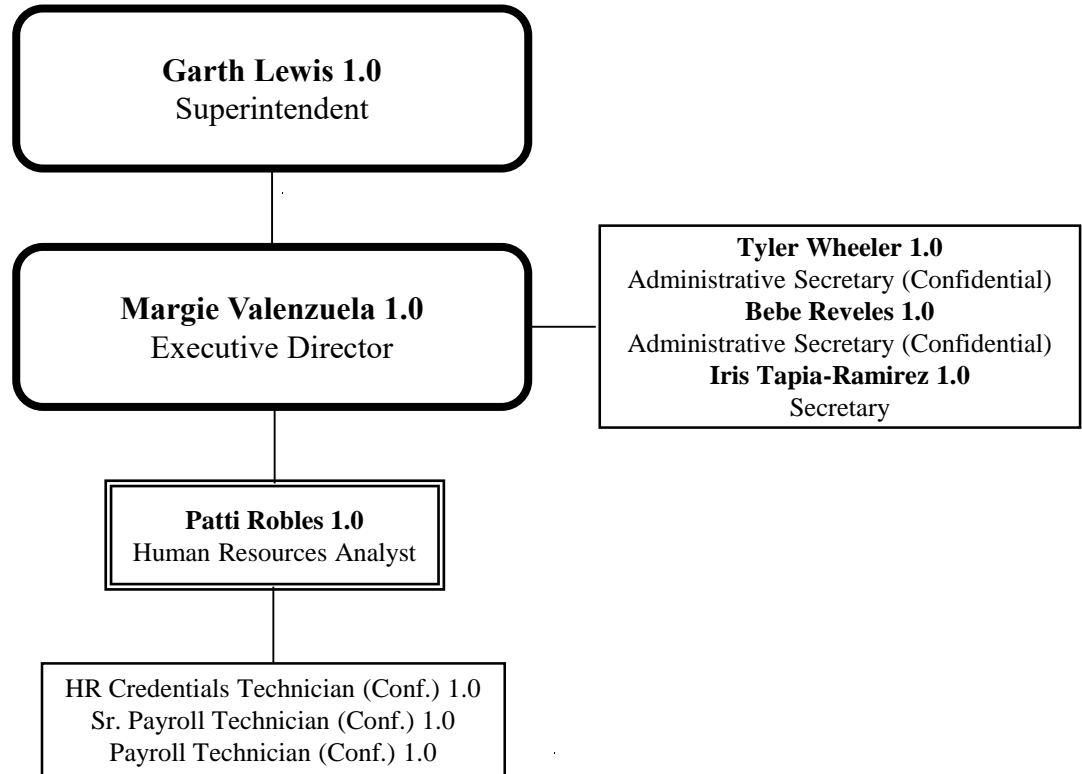
2019-20 Head Start/Early Head Start



Yolo County
OFFICE OF
EDUCATION

2019-20

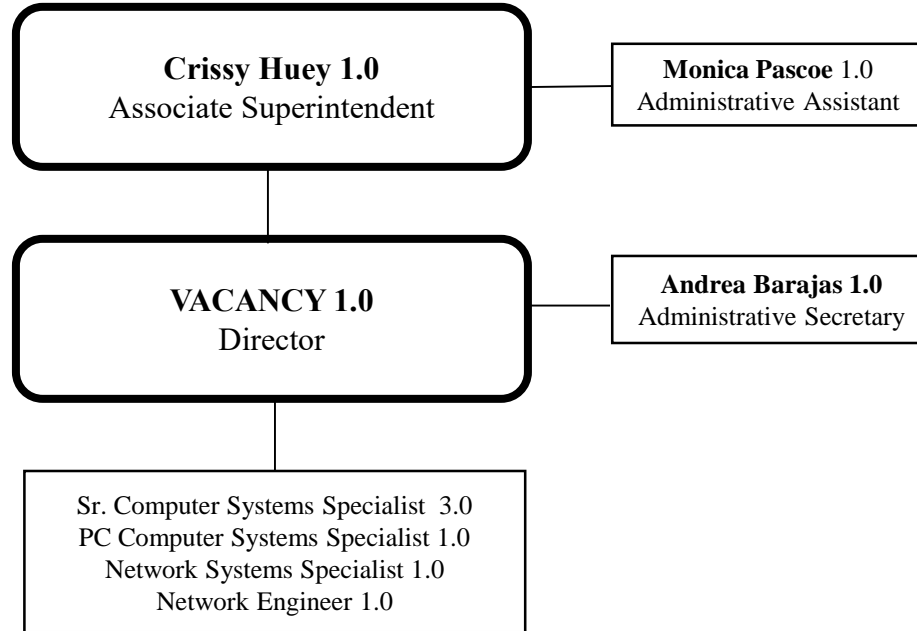
Human Resources



Yolo County
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EDUCATION

2019-20

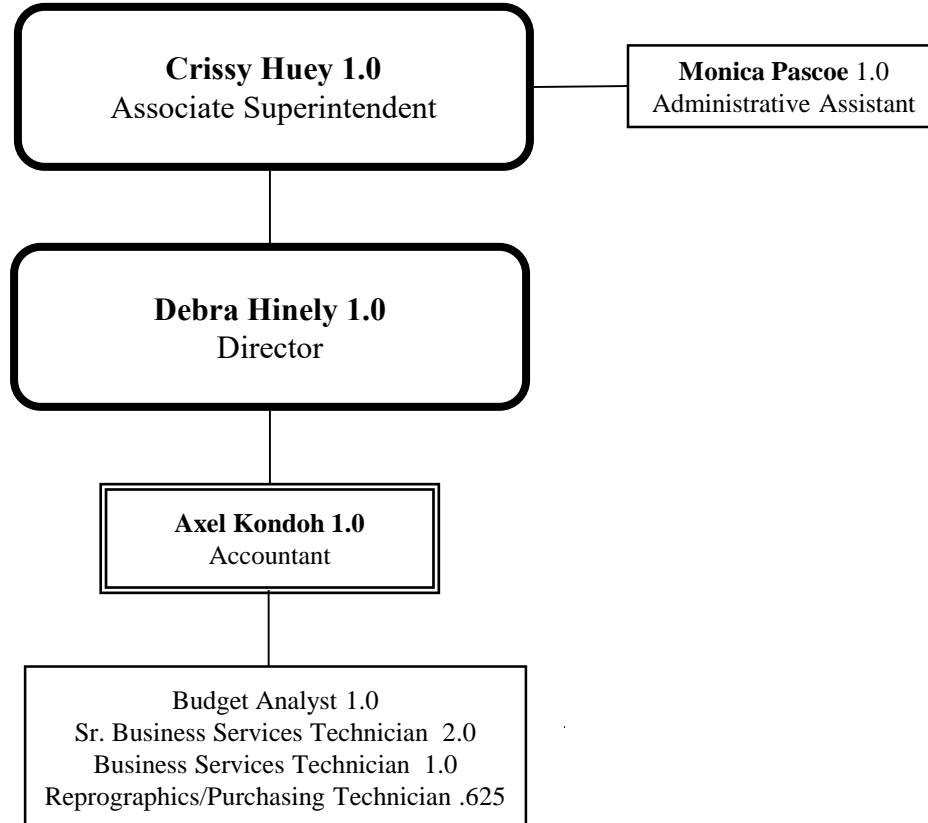
Information Technology Services



Yolo County
OFFICE OF
EDUCATION

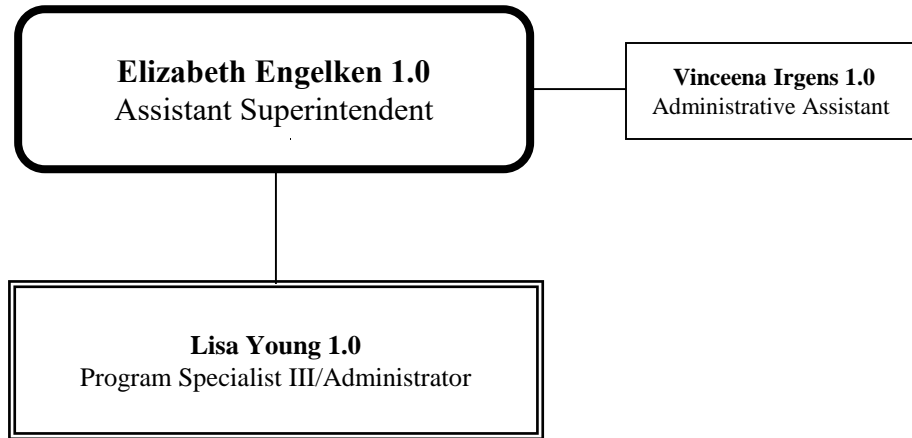
2019-20

Internal Business Services

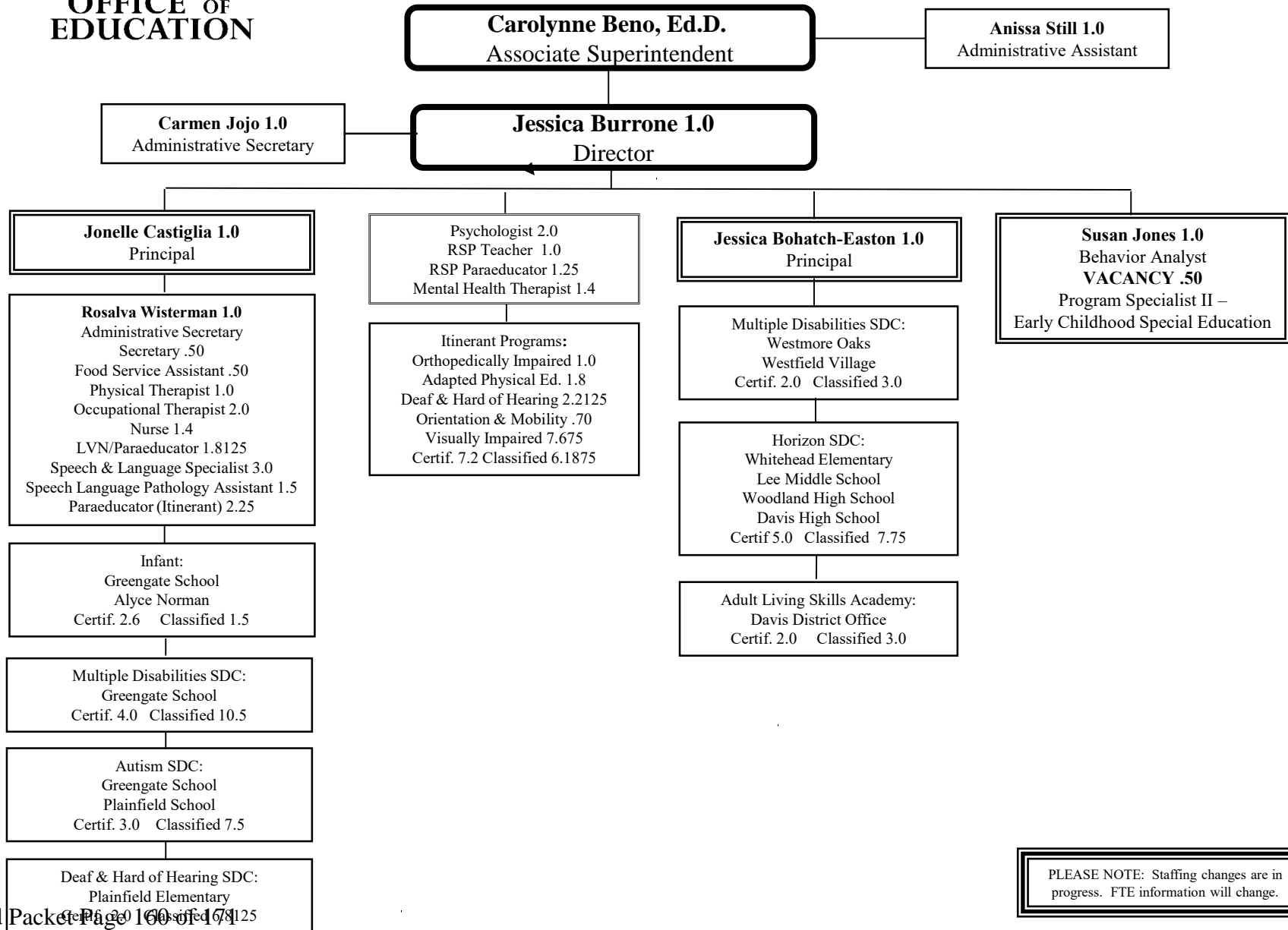


Yolo County
OFFICE OF
EDUCATION

2019-20
SELPA



2019-20 Special Education



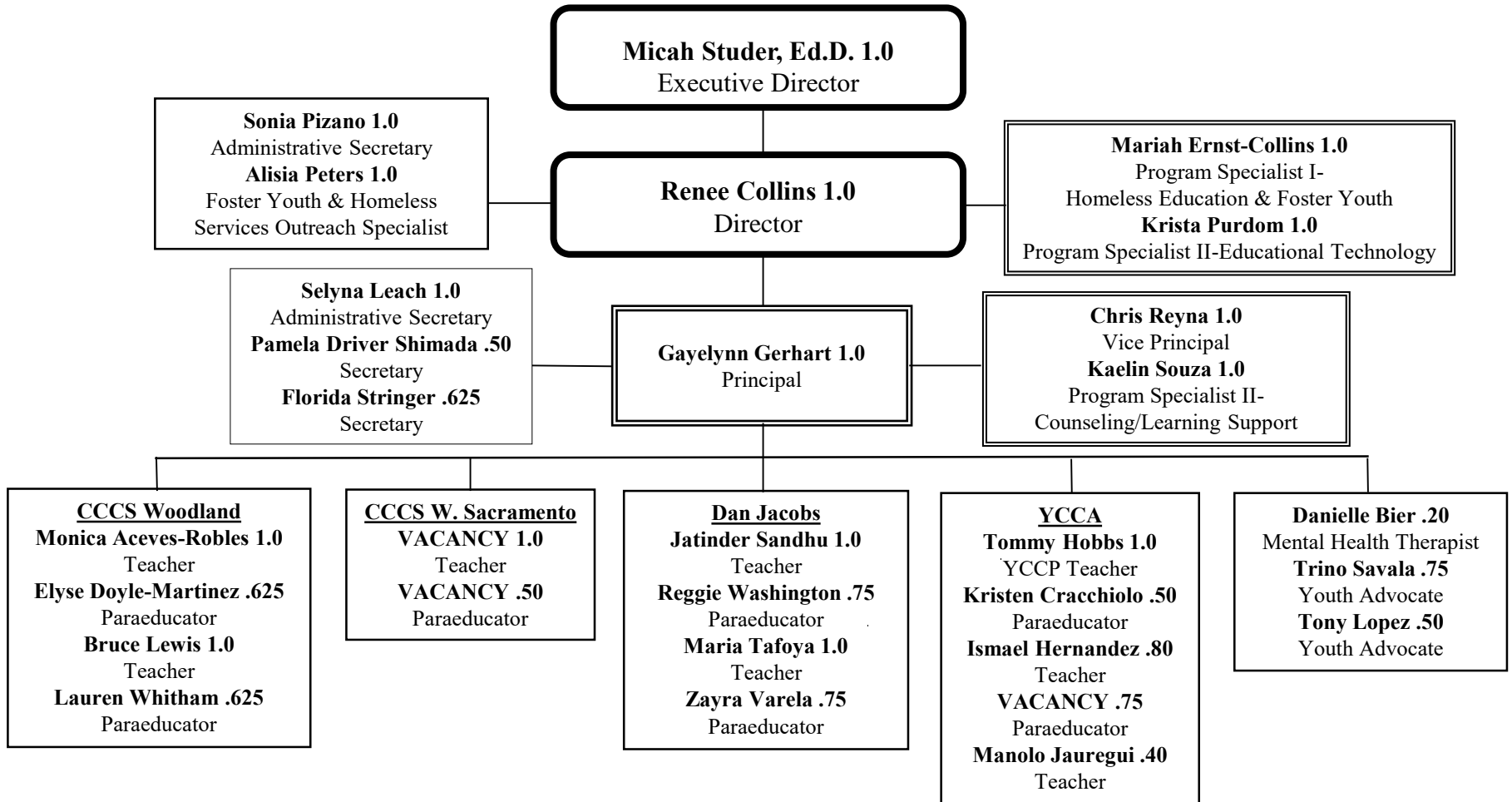
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Yolo County

OFFICE OF EDUCATION

2019-20

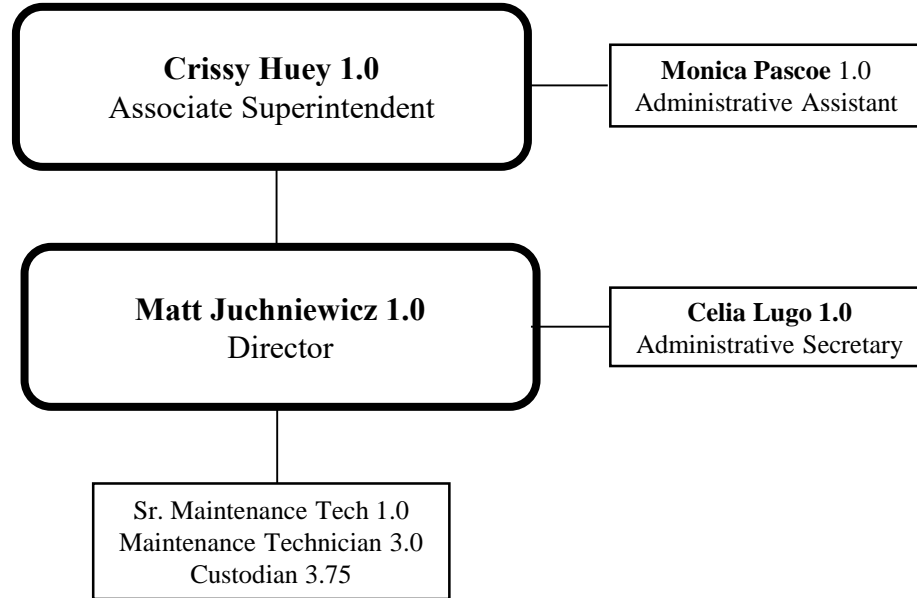
Student Services



Yolo County
OFFICE OF
EDUCATION

2019-20

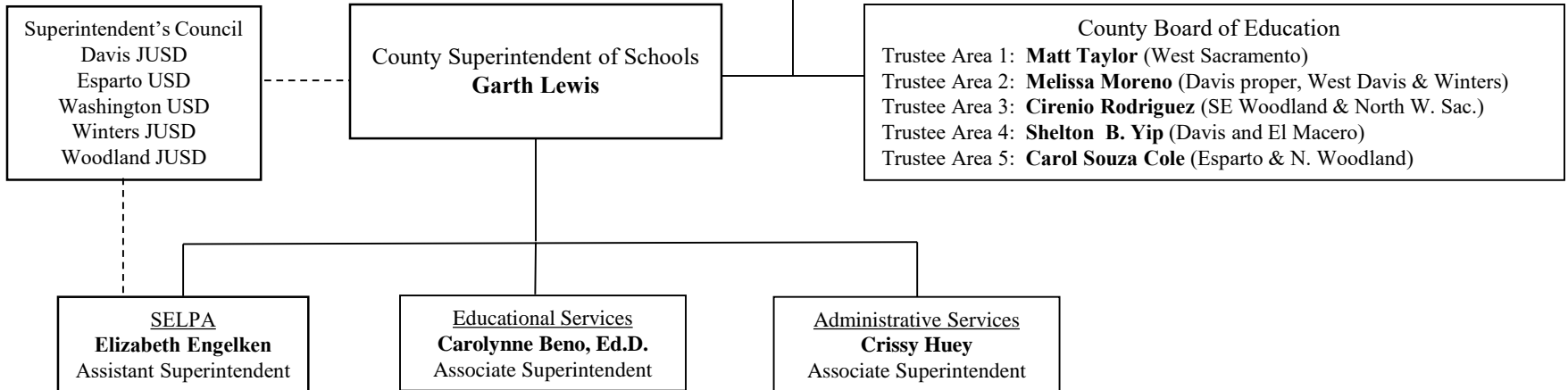
Support Operations Services



Yolo County OFFICE OF EDUCATION

2019-20

Yolo County Voters and Residents



**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

6.7. Yolo County Superintendent of Schools' Compensation

Type:

Discussion
Informational

Description:

President Shelton Yip and Vice President Carol Souza Cole will present this item.

Recommended Motion:

For Information/Discussion.

Attachments:

1. BOE Supt Salary
2. BB 9251
3. BB 9251E

August 16, 2019

To: Yolo County Board of Education

From: Executive Committee members Shelton Yip and Carol Souza Cole

Re: Superintendent's Compensation

The executive committee in its role as the YCBE superintendent compensation committee met three times in July and August to discuss and formulate a recommendation of compensation for the superintendent. Two conferences were held with the superintendent.

This recommendation was carried over from initial board discussions held in January 2019, after the new superintendent assumed his role.

YCBE Board Bylaw 9251 states:

Pursuant to The California Constitution, Article IX, Section 3.1(b) empowers the County Board of Education to fix the compensation of the County Superintendent of Schools at a time and in an amount determined by the County Board of Education. It shall be the policy of the Yolo County Board of Education that determination of the Superintendent's annual compensation may consider the anticipated COE annual budget and the percent increase (awarded to) County Office of Education classified, certificated and administrative personnel, subject to the requirements of California Education Code Section 1207.

This annual review may include the following data:

- Total Compensation cost for Superintendents within like County Offices of Education

- Total Compensation cost for district Superintendents within the Yolo County boundaries

- Total Compensation cost for County of Yolo Officials responsible for similar sized County departments or agencies

- Information on the change in total compensation for YCOE employee groups including recognition of discrete pay increase amounts in addition to percentages, including the cost of step and column and medical benefits

- Context of the County Office of Education annual budget(s)

The executive committee reviewed current salaries for the Yolo County district superintendents, the county superintendents of counties classified as Class IV and Class V. A Class IV county has countywide public school enrollment >30,000 and a

Class V county has public school enrollment of <30,000. Yolo County's student enrollment is between 29,000 and 30,000.

Current YCOE superintendent salary: \$181,178

The following average salaries for each category of superintendent were calculated (the highest and lowest salaries were removed; remainders were averaged)

Class V average superintendent salary: (range = \$176,025-\$239,231)	\$192,399
Class IV average superintendent salary (range = \$206,684-\$318,774)	\$225,121
Yolo County average district superintendent salary (range = \$150,000-\$234,937)	\$204,216

The compensation committee also reviewed salary increases for the YCOE bargaining units resulting from the 2018 EMS salary study (pay increases of 2.75-7%) and the recently completed salary negotiations resulting in an approximate 2.5% salary increase for the bargaining units for the 2018-19 budget year and ongoing.

Based on the information presented here, the Compensation Committee is recommending to the board the following salary for the superintendent effective July 1, 2019:

Annual salary of \$193,861 (7% increase)

County Superintendent's Compensation

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

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

Legal Reference:

California Education Code § 1207

ADOPTED: April 27, 1992
REVISED: 08/19/99, 11/09/06

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

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

A. Protocols and Criteria Guidelines

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

This annual review may include the following data:

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

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

B. Board Action

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

C. Setting Salary for New Superintendent

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

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

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

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

Adopted: 08/19/99, 09/23/14

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

**Yolo COE
Regular Meeting
Thursday, August 29, 2019
Open Session: 3:30 PM
Yolo County Office of Education, CTE Corazon, Suite 190**

7. Suggested Future Agenda Item(s)

Type:

Procedural

Description:

September 2019 - The formal document with revisions of LCAP at Regular Board meeting

September 2019 - Possible Resolution for AB 1505/1507

September 2019 - YCOE Mission, Vision and Goals

Before October 2019 - Scheduling an information item that describes/explains role of YCOE Superintendent in approving LCAPs

Future meeting - How do we insure ourselves (YCOE - Statement of Certifying Insurance to Cover Assets purchased with certificates

Future meeting - Trustee Souza Cole requested information on Suite 160 in regards to services and budget

Future meeting - Is a board meeting needed in July 2020

Recommended Motion:

For information.