



**Regular Board Meeting**

**10/22/2019 03:30 PM**

Yolo County Office of Education, Conference Center  
1280 Santa Anita Court, Suite 120, Woodland, CA  
95776

Open Session - 3:30 PM

Printed : 10/17/2019 1:43 PM PST

*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.*

**BOARD MEMBERS**

Shelton Yip, President

Carol Souza Cole, Vice President

Melissa Moreno

Cirenio Rodriguez

Matt Taylor

**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](http://www.ycoe.org)*

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Yolo County Office of Education at 530-668-3703. Notification at least 48 hours prior to the meeting will enable the office to make reasonable arrangements to ensure accessibility to the Board meeting. (Government Code § 54954.2).



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**1. OPENING PROCEDURES**


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

**2. RECOGNITION OF TRUSTEE CIRENIO RODRIGUEZ**







**3. CERTIFICATE OF APPOINTMENT OF GOVERNING BOARD MEMBER AND OATH OF OFFICE**

**4. YOLO COUNTY TEACHER OF THE YEAR PRESENTATION** 














**5. REPORTS**

1. Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s) 
2. Associations (This Item provides an opportunity for YEA/CSEA/AFSCME representatives to address the Board and public)

**6. ACTION ITEMS**

1. Consent Agenda 
2. Resolution #19-20/16: Establishment of Native American Heritage Month 
3. Resolution #19-20/17: Resolution Declaring November 3-9, 2019 as California Retired Teachers Week 
4. Adoption of the 2018-2019 and 2019-2020 Gann Limit 
5. Committed Fund Balance 
6. Committed Fund Balance Pension Contribution 
7. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENTS FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE INITIAL PROPOSAL TO THE YOLO COUNTY SUPERINTENDENT OF SCHOOLS FROM THE YOLO EDUCATION ASSOCIATION (YEA)

## 7. INFORMATION ITEMS

1. Yolo County Superintendent of Schools' Response to the Initial Proposal from the Yolo Education Association 
2. Initial Proposal to the Yolo County Superintendent of Schools from the California School Employees Association and its Chapter 639 
3. Head Start/ Early Head Start Reports 
4. Curriculum Proposal for the Ag. Welding Training Program for Adults 
5. 2018-2019 Unaudited Actuals 
6. 2019-2020 Budget Development Calendar 
7. Disposition of Surplus Items 
8. Supervisors of Attendance Certification 
9. Criteria for determining LCAP Approval 
10. Alternative Education Attendance Reports 
11. 19-20 YCOE Williams First Quarter UCP report 
12. First Reading of Board Policies - 6000 (Instruction) Series - 6 Policies 
13. Information on Closure of YCCA for YCOE Board 10.22.19 
14. Suggested Future Agenda Item(s)

## 8. ADJOURNMENT



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**1. OPENING PROCEDURES**

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 9/27/2019 at 1:12 PM PST by Yvette Seibert



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**1. 1. Call to Order and Roll Call**

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**1. 2. Pledge of Allegiance**

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:53 AM PST by Yvette Seibert



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**1.3. Approval of Agenda**

**Recommendation**

Motion to Approve Agenda

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:53 AM PST by Yvette Seibert



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**1.4. Public Comment**

**Quick Summary / Abstract**

*This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Board on any item(s) of business that does not appear on the formal agenda. You may request recognition by completing the form provided at the door.*

*Visitors may also request recognition from the chairperson, to address the Board concerning an item on the agenda by completing the form provided at the door.*

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

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:54 AM PST by Yvette Seibert





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**2. RECOGNITION OF TRUSTEE CIRENIO RODRIGUEZ**

**Contact Person**

Board President Shelton Yip will present this item.

Created on 10/15/2019 at 9:49 AM PST by Yvette Seibert  
Last Modified on 10/17/2019 at 12:58 PM PST by Yvette Seibert



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**3. CERTIFICATE OF APPOINTMENT OF GOVERNING BOARD MEMBER AND OATH OF OFFICE**

**Quick Summary / Abstract**

a. Tico Zendejas, Ed.D., will take the Oath of Office and will be seated

Created on 10/15/2019 at 9:48 AM PST by Yvette Seibert  
Last Modified on 10/17/2019 at 1:36 PM PST by Yvette Seibert



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**4. YOLO COUNTY TEACHER OF THE YEAR PRESENTATION** 

**Description**

Presentation of Plaque to the Yolo County Teacher of the Year 2019-20

**Supporting Documents**

[2019-20 Yolo County Teacher of the Year.pdf](#)

**Contact Person**

Superintendent Garth Lewis will present this item.

Created on 10/15/2019 at 9:50 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 4:58 PM PST by Yvette Seibert



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**5. REPORTS**

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

**Quick Summary / Abstract**

- a. Board Reports
- b. Superintendent
  - i. Employee of the Month Recognition
- c. Superintendent's Advisory Team
- d. Committees

**Recommendation**

For Information.

**Supporting Documents**

[EMPLOYEE OF THE MONTH - October 2019.docx](#)

[Admin Services update 10.2019.docx](#)

[Board Report October 2019.docx](#)

**Contact Person**

Carolynne Beno, Associate Superintendent, Educational Services and Crissy Huey, Associate Superintendent, Administrative Services will present this item.

Created on 10/15/2019 at 9:45 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 5:01 PM PST by Yvette Seibert



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

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**6. ACTION ITEMS**

Created on 10/15/2019 at 9:42 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:42 AM PST by Yvette Seibert



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**6. 1. Consent Agenda** 

**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. September 24, 2019 Regular Meeting
- b. October 1, 2019 Special Meeting
- c. Temporary County Certificates (October 2019)

**Supporting Documents**

[9-24-19 Draft Minutes.pdf](#)  
[10-1-19 Minutes SPE.pdf](#)  
[TCC's October 7 totals.pdf](#)

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 3:06 PM PST by Yvette Seibert





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**6.2. Resolution #19-20/16: Establishment of Native American Heritage Month** 

**Description**

Resolution #19-20/16: Resolution Recognizing Native Heritage Month in November 2019

**Recommendation**

For Action.

**Supporting Documents**

[IPD and Native Heritage Resolution at YCOE.pdf](#)

**Contact Person**

Superintendent Garth Lewis will present this item.

Created on 10/15/2019 at 11:41 AM PST by Yvette Seibert  
Last Modified on 10/17/2019 at 12:54 PM PST by Yvette Seibert



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**6.3. Resolution #19-20/17: Resolution Declaring November 3-9, 2019 as California Retired Teachers Week** 

**Description**

The California Retired Teachers' Yolo County Division 83, has requested a resolution in support of their declaration proclaiming the week of November 3-9, 2019 as California Retired Teachers Week.

**Recommendation**

The Board is being asked to take action on Resolution #19-20/17: Declaring November 3-9, 2019 as California Retired Teachers Week.

**Supporting Documents**

[Cal Retired Teachers.pdf](#)

**Contact Person**

Superintendent Garth Lewis will present this item.

Created on 10/15/2019 at 11:44 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 12:44 PM PST by Yvette Seibert



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6.4. Adoption of the 2018-2019 and 2019-2020 Gann Limit 

**Description**

The Gann Amendment, Proposition 4, 1979, added Government Code 7902.1, which establishes maximum appropriation limits for state and local governments, including county offices of education. The state law that implemented the Gann Amendment requires that all county offices of education establish their appropriation limits each year by Board resolution.

Resolution #19-20/13 (refer to attached) sets forth the 2018-2019 Gann Limit of 11,795,874.56 and states that the appropriations for the 2018-2019 fiscal year do not exceed the Gann Limit.

The worksheets used to establish the Gann Limit calculations are developed annually by the California Department of Education. The completed worksheets are also available for review in the Internal Business Department.

**Recommendation**

For Action.

**Supporting Documents**

[GANN Limit Resln18-19 and 19-20.pdf](#)

**Contact Person**

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

Created on 10/15/2019 at 9:17 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 12:37 PM PST by Yvette Seibert



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**6.5. Committed Fund Balance** 

**Description**

The Governmental Accounting Standards Board (GASB) issued Statement No. 54 which establishes a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance. The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the government's highest level of decision-making authority.

LEA's that wish to continue to use Fund 14 for purposes of deferred maintenance of its facilities may do so only if a substantial portion of these fund inflows are restricted or committed revenue sources and, further, only if those restricted or committed revenue sources are expected to continue. This requires taking formal action to commit state revenues for the purposes of deferred maintenance.

**Recommendation**

For Action.

**Supporting Documents**

[COMMITTED FUND BALANCE RESOLUTION FUND 14.pdf](#)

**Contact Person**

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

Created on 10/15/2019 at 9:18 AM PST by Yvette Seibert  
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**6.6. Committed Fund Balance Pension Contribution** 

**Quick Summary / Abstract**

Resolution No. 19-20/15 Committed Fund Balance for Pension Contributions.

**Description**

Attached is Resolution No. 19-20/15 Committed Fund Balance for Pension Contributions.

**Recommendation**

Information and action.

**Supporting Documents**

[COMMITTED FUND BALANCE PENSION CONTRIBUTIONS.pdf](#)

**Contact Person**

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

Created on 10/15/2019 at 9:19 AM PST by Yvette Seibert  
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- 6.7. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENTS FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE INITIAL PROPOSAL TO THE YOLO COUNTY SUPERINTENDENT OF SCHOOLS FROM THE YOLO EDUCATION ASSOCIATION (YEA)

Created on 10/15/2019 at 11:46 AM PST by Yvette Seibert  
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**7. INFORMATION ITEMS**

Created on 9/27/2019 at 1:12 PM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:39 AM PST by Yvette Seibert



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**7. 1. Yolo County Superintendent of Schools' Response to the Initial Proposal from the Yolo Education Association** 

**Description**

Collective Bargaining law requires that initial proposals for negotiations be provided for public input (Government Code section 3547). Attached is the Yolo County Superintendent of Schools' response and initial proposal to the Yolo Education Association (YEA).

**Recommendation**

For Information. It is recommended that the Superintendent's response and initial proposal to the Yolo Education Association (YEA) be posted and set for public hearing at the November 19, 2019 Regular meeting.

**Supporting Documents**

[Response to Initial Proposal from YEA.pdf](#)

Created on 10/15/2019 at 11:47 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 1:01 PM PST by Yvette Seibert





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**7.2. Initial Proposal to the Yolo County Superintendent of Schools from the California School Employees Association and its Chapter 639** 

**Description**

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from the California School Employees Association and its Chapter 639, for 2019-20 reopens was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the November 19, 2019 Regular Board meeting.

**Recommendation**

It is recommended that the Superintendent receive the California School Employees Association and its Chapter 639 collective bargaining proposal for 2019-20 and order that it be posted and set for public hearing at the November 19, 2019 Regular Board meeting.

**Supporting Documents**

[Initial Proposal from CSEA.pdf](#)

**Contact Person**

Superintendent Garth Lewis will present this item.

Created on 10/15/2019 at 11:49 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 2:53 PM PST by Yvette Seibert



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**7.3. Head Start/ Early Head Start Reports** 

**Quick Summary / Abstract**

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 Agenda - this is a standing report to the Board
- e. Policy Council Meeting Minutes - this is a standing report to the Board

**Recommendation**

For Information.

**Supporting Documents**

- [September 2019 Attendance Report-Genet.pdf](#)
- [October2019 Board Report.pdf](#)
- [SEPTEMBER 2019 Fiscal-Debra.pdf](#)
- [LPC Meeting Agenda 9.24.19.pdf](#)
- [LPC Meeting Agenda 10.15.19.pdf](#)
- [LPC Minutes Sept 2019 - Approved 10-15-19.pdf](#)

**Contact Person**

Gail Nadal, Director, Head Start/Early Head Start and Debra Hinely, Director, Internal Business Services will present these items.

Created on 10/15/2019 at 5:28 PM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 5:33 PM PST by Yvette Seibert



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#### 7.4. Curriculum Proposal for the Ag. Welding Training Program for Adults

##### **Description**

YCOE is interested in providing short-term Career Technical Education (CTE) courses for youth and adults.

We have been exploring opportunities to partner with Health and Human Services to offer courses of interest and relevance to their clients. In order to do that, YCOE would have to be on the "Eligible Training Provider List (ETPL)".

From Employment Development Department (EDD) website: **California's Eligible Training Provider List (ETPL)** provides customer-focused employment training resources for adults and dislocated workers. The statewide list includes qualified training providers who offer a wide range of educational programs, including classroom, correspondence, online, and apprenticeship programs. The ETPL was established in compliance with the Workforce Investment Act of 1998 and amended by the Workforce Innovation and Opportunity Act (WIOA) of 2014. The list includes training providers eligible to receive Individual Training Accounts through WIOA Title I-B funds. For more information, view the [WIOA ETPL Policy and Procedures](#).

In order to be included on the ETPL , we need to have a course that has been approved by the Yolo County Board of Education. The attached course was developed and piloted with this goal in mind.

##### **Recommendation**

Information Item. This item will return to the Board as an Action Item at the November 19, 2019 Regular meeting.

##### **Supporting Documents**

[Ag Welding Course Approval Form YCOE.doc](#)  
[Ag Welding Training Program Course Outline 09.24.19.pdf](#)

##### **Contact Person**

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

Created on 10/15/2019 at 11:51 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 1:02 PM PST by Yvette Seibert



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7.5. 2018-2019 Unaudited Actuals 

**Description**

The 2018-2019 Unaudited Actuals Financial Reports were completed and submitted to the California Department of Education on or before October 15, 2019. The General Fund Ending Balance for the Yolo County Office of Education is \$11,271,764. Following the certification and Form 01 pages, you will find the components of ending fund balance.

**Recommendation**

For information.

**Supporting Documents**

[2018-2019 UNAUDITED ACTUALS BOARD.pdf](#)

**Contact Person**

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

Created on 10/15/2019 at 9:16 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 1:03 PM PST by Yvette Seibert



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7.6. 2019-2020 Budget Development Calendar 

**Description**

The attached Budget Development Calendar highlights the order of steps in the budget cycle, including the budget development process and interim budget reporting after budget adoption. This process is followed to ensure public hearing and adoption on the budget and Local Control and Accountability Plan prior to June 30.

Staff will review the timelines and activities at the meeting.

**Recommendation**

For Information.

**Supporting Documents**

[2019-2020 BUDGET CALENDAR.pdf](#)

**Contact Person**

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

**Summary**

2019-2020 Budget Calendar

Created on 10/15/2019 at 9:21 AM PST by Yvette Seibert  
Last Modified on 10/16/2019 at 12:40 PM PST by Yvette Seibert



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**7.7. Disposition of Surplus Items** 

**Description**

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

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

**Recommendation**

For Information.

**Supporting Documents**

[10.14.19 Board Vehicles surplus.xlsx](#)

**Contact Person**

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

Created on 10/15/2019 at 9:34 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 2:57 PM PST by Yvette Seibert



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### 7.8. Supervisors of Attendance Certification

#### Recommendation

For Information.

#### Supporting Documents

[EdCode 48241.pdf](#)

[EdCode 48240.pdf](#)

[Supervisors of Attendance Participant List.pdf](#)

#### Contact Person

Dr. Micah Studer, Executive Director of Equity and Support Services, will present this item.

#### Summary

Effective January 1, 2019, each district and county office governing board must appoint a Supervisor of Attendance pursuant to Education Code 48240. In accordance with Education Code 48241, no Supervisor of Attendance may be appointed without first having been certified by the County Board of Education to fulfill the role. On September 9, Yolo County Office of Education held the first Supervisor of Attendance training which prepared district identified candidates to perform the duties of the Supervisor of Attendance. Attached to this item is the list of names of candidates who successfully completed the training. It is staff's intent to bring the list of names back to the board for approval at the November board meeting. Once certified, districts will be notified that their candidates are able to be appointed by their governing boards as their Supervisor of Attendance.

Created on 10/15/2019 at 11:32 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 4:28 PM PST by Yvette Seibert



**Regular Board Meeting**

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95776

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7.9. Criteria for determining LCAP Approval 

**Recommendation**

For Information.

**Supporting Documents**

[Three Criteria for Determining LCAP Approval.pdf](#)

**Contact Person**

Superintendent Garth Lewis will present this item.

Created on 10/15/2019 at 11:53 AM PST by Yvette Seibert  
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7. 10. Alternative Education Attendance Reports 

**Description**

The Alternative Education Attendance Reports show trends for overall enrollment, enrollment by gender, enrollment by school district, and overall attendance.

**Supporting Documents**

[Data for Board October 2019.pdf](#)

**Contact Person**

Renee Collins, Director of Student Services, will present this item.

Created on 10/15/2019 at 9:25 AM PST by Yvette Seibert  
Last Modified on 10/15/2019 at 9:25 AM PST by Yvette Seibert



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7. 11. 19-20 YCOE Williams First Quarter UCP report 

**Description**

For Information.

**Supporting Documents**

[YCOE UCP report 1st quarter 19-20.pdf](#)

[19-20 YCOE - Williams First Quarter report transmittal.docx](#)

**Contact Person**

Deborah Bruns, Director of Curriculum and Instruction.

Created on 10/15/2019 at 11:30 AM PST by Yvette Seibert  
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**7. 12. First Reading of Board Policies - 6000 (Instruction) Series - 6 Policies** 

**Quick Summary / Abstract**

- a. AR 0420.4 (a) Charter School Authorization - First Reading
- b. BP/SP 0420.4 (a) Charter School Authorization - First Reading
- c. AR 5141(a) Health Care and Emergencies - Currently Adopted
- d. AR 5141(a) Health Care and Emergencies - with track changes
- e. BP/SP 5141(a) Health Care and Emergencies - Currently Adopted
- f. BP/SP 5141(a) Health Care and Emergencies - with track changes
- g. AR 6142.1(a) Sexual Health and HIV/AIDS Prevention Instruction - Adopted
- h. AR 6142.1(a) Sexual Health and HIV/AIDS Prevention Instruction - with track changes
- i. BP 6142.1 (a) Sexual Health and HIV/AIDS Prevention Instruction - First Reading

**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.

**Recommendation**

For information. The Board will be asked to adopt the policies at the November 19, 2019 Regular meeting.

**Supporting Documents**

- [AR0420.4 for First Reading.pdf](#)
- [BP0420.4 Charter School Authorization for First Reading.pdf](#)
- [AR 5141 Adopted.pdf](#)
- [AR 5141 with Track Changes.pdf](#)
- [BP 5141 Currently Adopted.pdf](#)
- [BP 5141 with Track Changes.pdf](#)
- [AR 6142.1 Adopted.pdf](#)
- [AR 6142.1 with track changes.pdf](#)
- [BP 6142.1 \(4\) - for 1st reading.pdf](#)

**Contact Person**

Dr. Carolynne Beno, Associate Superintendent, Educational Services will present this item.

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Last Modified on 10/16/2019 at 12:36 PM PST by Yvette Seibert



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7. 13. Information on Closure of YCCA for YCOE Board 10.22.19 

**Description**

For Information.

**Supporting Documents**

[Information on Closure of YCCA for YCOE Board 10.22.19.docx](#)

**Contact Person**

Dr. Carolynne Beno, Associate Superintendent will present this item.

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**7. 14. Suggested Future Agenda Item(s)**

**Description**

November 2019 – Supt's office YCOE Mission and Goals

November & December 2019 – Supt's office EPIC Annual Presentation & Charter Reauthorization

January/February 2020 - Trustee Taylor requested a board study session in January or February 2020 to discuss ideas on the charter school.

Future meeting – Trustee Rodriguez requested adding YCOE innovation in area to share with surrounding counties to expand ethnic studies. YCOE should take lead helping neighboring county offices for resources and implementation.

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Last Modified on 10/15/2019 at 1:24 PM PST by Yvette Seibert



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**8. ADJOURNMENT**

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