



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING
12/10/2019 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 : 12/4/2019 1:20 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
Matt Taylor
Tico Zendejas

AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:

- Within 24 hours prior to the Special Board Meeting, a full Board packet is available for review at the office of the Yolo County Office of Education Reception Desk, 1280 Santa Anita Court, Suite 100, Woodland (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding County Office of Education holidays).
- Board agendas are posted outside the YCOE Administrative Office building at 1280 Santa Anita Court, Suite #100, in a weather-protected glass case, and at all program sites.
- The Board agenda is posted on the County Office website: www.ycoe.org

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



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST






1. OPENING PROCEDURES

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

2. ACTION ITEMS

1. 2019-2020 Yolo County Office of Education First Interim Report and Budget Revision 
2. YCOE Mission and Vision 
3. Call for County Nominations for the CSBA Delegate Assembly 

3. INFORMATION ITEMS

1. Information on closure of YCCA
2. Quarterly Report of Investments for Period Ending September 30. 2019 
3. Disposal of Surplus Items 
4. Statement Certifying Insurance to Cover Assets Purchased with Certificates of Participation 
5. No Event of Default Certification 
6. Covenant to Budget and Appropriate for the 2019-20 Fiscal Year 

4. ADJOURNMENT



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

1. OPENING PROCEDURES

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 11/14/2019 at 5:01 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

1. 1. Call to Order and Roll Call

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 11/14/2019 at 5:01 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

1. 2. Pledge of Allegiance

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 11/14/2019 at 5:01 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

1.3. Approval of Agenda

Recommendation

Motion to approve Agenda.

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 12/3/2019 at 1:28 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

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 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 12/3/2019 at 1:28 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

2. ACTION ITEMS

Created on 12/3/2019 at 10:38 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 10:38 AM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

2. 1. 2019-2020 Yolo County Office of Education First Interim Report and Budget Revision 

Description

The report will be provided at the board meeting. It reflects variations in revenues and expenditures from the originally submitted budget to the first interim reporting period ending October 31, 2019.

The 2019-2020 First Interim Report will be provided at the board meeting. The report includes information regarding YCOE's First Interim intra-budget authorization/financial projections. The overall fund balance of the Yolo County Office of Education decreased by \$3,362,748 for this reporting period with a deficit of \$3,074,245. However, the deficit is only a calculation based on current year's revenues and expenditures. A portion of the expenditures recorded are associated with revenues earned in an earlier period and recorded in the beginning fund balance.

Supporting Documents

[2019-2020 BUDGET REVISION.pdf](#)
[2019-2020 FIRST INTERIM REPORT](#)

Contact Person

Debra Hinely, Director, Internal Business Services

Created on 12/3/2019 at 10:36 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 3:21 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

2.2. YCOE Mission and Vision 

Description

Yolo County Office of Education (YCOE) Mission and Vision

Recommendation

Approve the YCOE Mission and Vision.

Supporting Documents

[Yolo-MissionVision-Flier-WEB2.pdf](#)

Contact Person

Superintendent Garth Lewis will present this item.

Created on 12/3/2019 at 11:18 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 11:21 AM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

2.3. Call for County Nominations for the CSBA Delegate Assembly 

Description

Document nominating President Shelton Yip to the CSBA Delegate Assembly.

Recommendation

Approve document nominating President Shelton Yip to the CSBA Delegate Assembly.

Supporting Documents

[County Nomination for the CSBA Delegate Assembly.pdf](#)

Contact Person

Shelton Yip, President, Yolo County Board of Education

Created on 12/3/2019 at 11:18 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 3:16 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3. INFORMATION ITEMS

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 12/3/2019 at 10:38 AM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3. 1. Information on closure of YCCA

Recommendation

For Information.

Contact Person

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

Created on 12/3/2019 at 11:15 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 1:36 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3.2. Quarterly Report of Investments for Period Ending September 30, 2019 

Description

SB 564 added Section 53646 to the Government Code in 1996. Government Code Section 53646 (b) requires the Chief Fiscal 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 you will find the Yolo County Treasurer's quarterly Investment Portfolio Information for the period ending September 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.

Recommendation

For Information.

Supporting Documents

[#11 Yolo County FOC Presentation 3Q19 FINAL.PDF](#)
[Yolo County Executive Summary 3Q19 final.pdf](#)

Contact Person

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

Created on 12/3/2019 at 10:36 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 3:24 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3.3. Disposal 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

[12-17-19 List.pdf](#)

Contact Person

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

Created on 12/3/2019 at 10:37 AM PST by Yvette Seibert
Last Modified on 12/3/2019 at 3:20 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3.4. Statement Certifying Insurance to Cover Assets Purchased with Certificates of Participation 

Description

Prior to the expiration of any policies or plans of protection required under this lease, the Board of Education will furnish to the Trustee satisfactory evidence that such policy or plan has been renewed or replaced, or is no longer required hereunder.

Recommendation

For Information.

Supporting Documents

[2015 COP-Certificate as to Insurance Coverage 12.10.19.docx](#)

[Cert of Covg-YCBE Financing Corp 19-20.pdf](#)

[Cert of Covg-Bank of NY Mellon Trust 19-20.pdf](#)

Contact Person

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

Created on 12/3/2019 at 3:09 PM PST by Yvette Seibert
Last Modified on 12/4/2019 at 9:58 AM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3.5. No Event of Default Certification 

Description

Annually, audited financial statements must be provided within one hundred eighty (180) days after the end of the Board of Education's fiscal year (together with a certification of the Board of Education that it is not aware of any default or Event of Default under this Trust Agreement, the Facilities Lease, and the Ground Lease), and the Board of Education's annual budget within thirty (30) days after the approval thereof together with such other information, data or reports as the Insurer shall reasonably request from time to time.

Recommendation

For Information.

Supporting Documents

[Statement of Board Section 11.1 - no event of default cert.docx](#)

Contact Person

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

Created on 12/3/2019 at 4:41 PM PST by Yvette Seibert
Last Modified on 12/3/2019 at 4:43 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

3. 6. Covenant to Budget and Appropriate for the 2019-20 Fiscal Year 

Description

Annually, the Board of Education will furnish to the Trustee a Statement of the Board of Education certifying that such budget contains the necessary appropriation for all rental payments and additional payments.

Recommendation

For Information.

Supporting Documents

[Statement of Board Section 4.7 12.2019.docx](#)

Contact Person

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

Created on 12/3/2019 at 4:44 PM PST by Yvette Seibert
Last Modified on 12/3/2019 at 4:46 PM PST by Yvette Seibert



**YOLO COUNTY BOARD OF EDUCATION SPECIAL
BOARD MEETING**

12/10/2019 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 : 12/4/2019 1:20 PM PST

4. ADJOURNMENT

Created on 11/14/2019 at 5:01 PM PST by Yvette Seibert
Last Modified on 11/14/2019 at 5:01 PM PST by Yvette Seibert