

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: July 23, 2019
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 agendized 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)

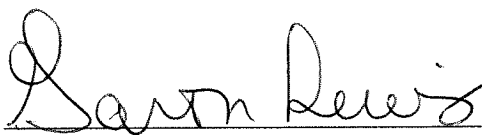
Future meeting - The Board took action to remove the YCCA Charter – Education Protection Account Spending Plan for Fiscal Year 2019-20 from the agenda and to bring back as an information item after it is approved.

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