

**YOLO COUNTY BOARD OF EDUCATION**

March 5, 2021

9:00 a.m. - Noon

Special Meeting – Board Retreat  
YCOE (Washington Conference Room) and Via Zoom

**OPENING PROCEDURES**

1. Call to Order and Roll Call. The Yolo County Board of Education met on March 5, 2021 at 9:10 a.m. in a special session hybrid meeting on Zoom and in person. Board Members present at YCOE were: Matt Taylor, Jerry Jimenez, Tico Zendejas and Carol Souza Cole. Board members present on Zoom: Melissa Moreno. President Taylor presided. Superintendent Garth Lewis was present. (Roll Call held).
2. Pledge of Allegiance. The pledge of allegiance was conducted.
3. Approval of Agenda.  
**MOTION:** Souza Cole **SECOND:** Moreno **AYES:** Souza Cole, Moreno, Jimenez, Taylor, Zendejas **NOES:** None **ABSENT:** None

**ROLL CALL VOTE:**

JIMENEZ: **AYE**

TAYLOR: **AYE**

MORENO: **AYE**

SOUZA COLE: **AYE**

ZENDEJAS: **AYE**

4. Public Comment.  
None.
5. Board Retreat
6. Board President Welcome  
Team Building Exercise (5 min)
  - Each trustee/staff member stated their name, role and where they plan to travel after the pandemic.
  - Yvette Seibert, Executive Assistant reviewed the documents in the board retreat binder.
  - Superintendent Lewis commented on unique position of County Superintendent (who is elected) and the County Board who work together for effective governance.
7. Effective Governance Conversation and Agreements (1 hour)

- Board member Roles and Responsibilities
- Superintendent Lewis presented this item. He discussed the statutory roles and responsibilities involved in leadership. Leadership is influence and how we maintain the best outcome for students and contribute to the community. He discussed the commandments for Trustees in the Board binder. Trustee Souza Cole requested that the Board review Board Bylaw 9000 that lists the Roles of the Board. She would also like to post this list on the website to replace the Board responsibilities currently online.

Trustees reviewed Board Bylaw 9000 – Roles of the Board

- 1. Collaborate with the County Superintendent to ensure implementation of the shared vision, goals, and policies of the County Office of Education (COE).***
  - *Superintendent Lewis stated that Trustees represent geographical areas and not school districts.*
- 2. Adopt and update policies for the Board's (add word per Trustee Jimenez) own governance and for programs under the statutory authority of the County Board.***
- 3. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board.***
  - *Superintendent Lewis stated that we can develop an accountability calendar (annual process) for benchmarks, timelines and student success. The Executive Committee will discuss this process and how it will work at future meetings.*
  - *Vice President Moreno asked the Board to consider looking at the student population and having culturally relevant education for these students. Trustees can also help with accountability on programming by the questions raised at Board meetings per Superintendent Lewis. Also, at a future Board meeting Trustee Moreno would like to hear from second language learners and parents on this issue.*

**Future agenda items**

- ***Change wording on #2 Adopt and update policies for the Board's (add word per Trustee Jimenez) own governance and for programs under the statutory authority of the County Board.***
  - ***Post the Roles of the Board on the website to replace the Board responsibilities currently online.***
  - ***Accountability Calendar***
  - ***Board study session/presentation on accountability and curriculum.***

#### **4. Adopt the annual budget and review interim reports of the County Superintendent.**

- *Discussion on Whose Budget is it Anyway?*
  - *Trustees stated that the Board reviews the budget but does not go line by line.*
  - *Important to collaborate.*
  - *Vice President Moreno stated that this is an important process to access accountability on YCOE's student population and guaranteeing culturally relevant education.*
    - *Important to note that certain funding is only for specific programs per Superintendent Lewis.*
    - *Open dialogue and transparency during this process is important for student population.*
    - *Intentions and how we realize those intentions are important per Superintendent Lewis.*
    - *Superintendent Lewis noted that government structures within YCOE do offer accountability in our programs for example, SELPA and Head Start (with policy councils and superintendent councils).*
      - *How do we satisfy role of transparency and impact as a tool for change in education.*
    - *Superintendent Lewis stated that we can put together a Statement on YCOE's collective view that will set tone and template for future trustees on the budget.*
      - *Trustee Zendejas wants to focus on the highlights and what YCOE is doing and will continue to do.*
      - *Trustee Souza Cole stated that the budget is the tool to accomplish mission. It is a starting point/foundation.*
    - *Vice President Moreno stated that the budget represents commitment and accountability. How we are serving our specific student population. Encouraged other Board members that if there are questions to ask those questions to measure accountability. She plans to schedule meetings with YCOE staff to discuss if curriculum and the budget align with programming?*
    - *Superintendent Lewis stated that these questions are important for our alternative education programs and during the Local Control and Accountability Plan (LCAP). Staff is focused on*

*oversight of budget and business operations for organization. Board questions help and support organization strive for excellence.*

**Future agenda items**

- *Statement on YCOE's collective view that will set tone and template for future trustees on the budget.*

**5. Fix the salary of the County Superintendent in accordance with law and Board Bylaw 9500.**

**6. Acquire, lease, lease-purchase, hold and convey real property for the purpose of housing the offices and the services of the COE.**

- *Question from Trustee Zendejas – can the board sell the property?*
  - *Per Superintendent Lewis this is a collective governance decision. He stated that the Board is the holder of COE property but Board does need the Superintendent to direct staff.*
  - *Collaboration is very important.*
  - *Sub-committee Board structure is where we have these conversations.*
  - *The Superintendent is responsible for keeping the Board informed on issues. Trustee Souza Cole asked if we could create a sheet listing COE property leased and/or owned (amounts owed – annual payment) for future use on this issue.*

**Future Agenda items**

- *Create a sheet listing COE property leased and/or owned (amounts owed – annual payment) for future use on this issue.*

**7. Along with the County Superintendent, ensure ~~the provision of~~ (take out words per Trustee Jimenez) a safe and appropriate educational environment for all COE students.**

- *Superintendent Lewis stated that we need clarity on this statement.*
- *Accountability on this issue includes the Williams Reports, facility inspection tools and accountability report cards, alternative education program and Greengate reports.*
- *This item is a great opportunity for questions and causes staff to think about things differently and possibly find a better way to do things.*

**Future agenda items**

- *Change board bylaws on this issue (safe and appropriate educational environment) and will bring back to a future meeting. #7. Along with the County Superintendent, ensure the ~~provision of~~ (take out words per Trustee Jimenez) a safe and appropriate educational environment for all COE students.*

**8. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law.**

- *Statutory requirements required by law.*
  - *Trustee Zendejas had a process question on decisions being overturned from district. There is specific set of criteria to follow for Board per Superintendent Lewis.*

**9. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community.**

**10. Conduct public hearings when appropriate.**

**11. Fulfill responsibilities relating to the Local Control Funding Formula (LCFF), including adopting the COE local control and Accountability Plan (LCAP) and any revisions and updates to it. Superintendent reviews District LCAP for appropriateness. Board reviews county programs (Greengate and Special Education).**

**12. Consider petitions and provide oversight for charter schools approved by the County Board and fulfill other statutory responsibilities in connection with charter schools.**

- *Trustee Zendejas asked a question on process of a charter school petitioning the county or a county operated charter school.*
- *Vice President Moreno was wondering for historical knowledge what were lessons to keep in mind to ensure an effective implementation of a charter school.*
  - *Superintendent Lewis stated that we can put together a document to share with the Board to close out YCCA and the required steps in this process with lessons learned as a future Board meeting item. Trustee Souza Cole also requested a short financial report on YCCA.*

**Future agenda items**

- ***Document to share with the Board to close out YCCA and the required steps in this process with lessons learned as a***

*future Board meeting item. Trustee Souza Cole also requested a short financial report on YCCA.*

**13. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state, and federal levels.**

*This item includes:*

- *Advocacy*
- *Resolutions*
- *Work with community*
- *Model for LCAP*
- *Superintendent Zendejas had a question on procedures for president representing Board/Individual.*
  - *President is the spokesperson for Board - Board member is individual and is not limited on speaking as their own representative at meetings per bylaws.*
  - *Letter of Support usually comes from Superintendent.*
  - *Trustee Moreno had a question regarding representing the Board at a County Supervisors meeting. As a trustee on the Yolo County Board of Education are you representing yourself or the Board at the meeting?*
    - *Board and Superintendent commented that you can state that you are on Board but you are representing yourself on education issues during other county public meetings.*
    - *Also had a question as institution can trustees bring other organizations on as partners for example colleges, non-profits, etc. Is this a conflict of interest?*
      - *Superintendent Lewis stated that trustees are representing constituents and not other organizations you are part of during Board meetings. Partnership can take place in conversation outside of meeting. For example Rise and community college work.*

8. **Bylaws update – Trustee Souza Cole commented on the changes to the Brown Act Affecting Use of Social Media for Members of Legislative Bodies & Public Comment Procedures**

*AB 992 includes information on social media and the Brown act. Also includes legislation for board policy changes where the Board majority cannot discuss issues amongst themselves and cannot use digital icons to express support. President Taylor and Trustee Souza Cole requested*

*amending bylaws 9012 & 9320 to reflect this item. Staff will access Gamut for these items to be added to future agenda for board action.*

**Future agenda items**

***President Taylor and Trustee Souza Cole requested amending bylaws 9012 & 9320 to reflect AB 992 (Social media item). Staff will access Gamut for these items to be added to a future agenda for board action.***

9. **Public Comment Procedures**

Discussed current public comment procedures. Trustee Souza Cole commented on keeping an open culture so there are no barriers for the public to comment on agenda items. The situation can be different in this current online world. Reviewed policy 9325 on public participation during a meeting and it should be updated to reflect current situation.

Items suggested/requested during a Board meeting:

- President will ask if there is public comment before each item where the Board will deliberate after and discusses item. Item is not an opportunity to have a discussion with the person. Public comment is 3 minutes.
- Public can talk to a board member after a meeting one on one. This is not a brown act violation per Trustee Moreno's question.
- President Souza Cole requested that the chat function for the board meeting be turned off during Board meetings.
- President Taylor requested that the meetings be held as a Zoom webinar from now on.

Trustee Jimenez -

- a. Asked if two (2) board members can speak to public about board business. Per Board and Superintendent if there are 3 or more Board members then it is Brown act violation.
- b. He requested adding a line for city/county live on both card and Google form and state that this question is optional on the physical card and virtual card.
- c. Change the word citizen to resident on any public comment cards/forms.

**Future agenda items**

- **President Souza Cole requested that the chat function for the board meeting be turned off during Board meetings.**
- **President Taylor requested that the meetings be held as a Zoom webinar**

- Requested adding a line for city/county live on both card and Google form and state that this question is optional on the physical card and virtual card.
- Change the word citizen to resident on any public comment cards/forms.

*Break at 10:57 a.m.  
Meeting resumed at 11:16 a.m.*

Superintendent Lewis requested that the Board consider changing the Regular meeting time back to 3:30 p.m. Item will be added to next regular board meeting for consideration and action.

Trustee Taylor commented that there is not a norm for county boards to meet. Start times differ for all counties (anywhere from mornings, afternoon to late evening for the bigger counties).

#### 10. Superintendent's Vision - Strategic Planning (30 min)

Garth presented Powerpoint on YCOE Strategic Plan for 2021-2025 – “We’re Making Our Move...From Good to Great”

#### **The purpose of today’s meeting is to:**

- ◀ Discuss information related to YCOE’s organizational culture (Mission, Vision, Core Values, Norms, etc.)
- ◀ Update members of the Board about the YCOE Strategic Plan for 2021-2025
- ◀ Solicit Board input regarding the YCOE Strategic Plan goals for 2021-2025
- ◀ Discuss suggested timelines, next steps, and more . . .

#### Reviewed Four Cs

- Collaboration
- Capacity Building
- Continuous Improvement
- Coherence
  
- Discussed what is strategic planning
- The Format for YCOE Goals
- YCOE Proposed Workplan
- Reviewed Discussion Questions

Some items Board discussed and commented:



- Serving all students and being aware of the importance of culturally relevant education for entire county.
- Recently hired PIO.
  - Communication out of office will increase capacity.
- Appreciate feedback from Board in future on this item.
- Appreciate more issues on racial equity and programming.
- Goal of publishing Strategic Planning goals by September.
- List of action and goals helpful.
- Make student centered.
- Addressing gaps in districts. Chase meaningful goals and impact. Different ways to quantify outcomes during process.
- Involving students in process would be helpful.
- Parent community should be involved.
- Include employees and staff.
- Identify ways we are growing.
- Hear from teachers and unions.

**11. These items will be moved to a future board agenda to discuss:**

- *Scheduling Committee meetings*
- *When and How the Board conducts a Self-Evaluation – Sample tools (20 min)*

Regular Board Meeting on Tuesday will be hybrid.

**Motion to adjourn meeting at 12:03 p.m.**

**MOTION:** Zendejas **SECOND:** Souza Cole **AYES:** Zendejas, Souza Cole, Moreno, Jimenez, Taylor, **NOES:** None **ABSENT:** None

**ROLL CALL VOTE:**

JIMENEZ: **AYE**  
 TAYLOR: **AYE**  
 MORENO: **AYE**  
 SOUZA COLE: **AYE**  
 ZENDEJAS: **AYE**

  
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 Garth Lewis, Superintendent