

**YOLO COUNTY BOARD OF EDUCATION**  
**Regular Meeting: September 14, 2021**  
**MINUTES**

**1.0 OPENING PROCEDURES**

1.1 Call to Order and Roll Call. The Yolo County Board of Education Meeting met on September 14, 2021 at 3:35 p.m. in a hybrid Regular meeting session in person and on a Zoom conference call. Board Members present were: Matt Taylor and Carol Souza Cole. By Zoom: Melissa Moreno and Tico Zendejas. President Taylor presided. Superintendent Garth Lewis was present. (Roll Call held).

1.2 Pledge of Allegiance. The pledge of allegiance was conducted.

1.3 Approval of Agenda.  
Motion to Approve Agenda.

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

**ROLL CALL VOTE:**

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

1.4 Public Comment.  
None

**2.0 RESOLUTION #21-22/07 California Native American Day – September 24, 2021**  
Superintendent Lewis reviewed this item in the Board packet. He discussed work that the Yolo County Office of Education (YCOE) is engaging in with Deb Bruns, Director, Teaching and Learning who is working with community leaders, educators and scholars in an effort to highlight contributions that Native American communities have made locally.

YCOE is working towards moving more in the direction of acknowledging Native Americans here locally and across the US. Trustee Zendejas asked if this was a paid holiday for staff and stated that hopefully in future it will be and Trustee Moreno thanked Superintendent Lewis for bringing this resolution forward and recommends in the future that the WHEREAS' language be more pragmatic and to consider local action in the resolution to make it feel more alive.

Motion to approve RESOLUTION #21-22/07 California Native American Day –  
September 24, 2021

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

**ROLL CALL VOTE:**

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

**3.0 RESOLUTION #21-22/09 Honoring Pastor Clarence Jefferson, Sr.**

Superintendent Lewis reviewed this item in the Board packet. Pastor Jefferson passed away in August 2021. YCOE was asked to present a resolution for his role in mentoring and advising young people. He also provided job training.

Superintendent Lewis represented the Board and attended the funeral services. Trustee Souza Cole thanked Superintendent Lewis for representing the Board and YCOE at the service for Pastor Jefferson. She also commented on his entrepreneurship in carpentry.

Motion to approve RESOLUTION #21-22/09 Honoring Pastor Clarence Jefferson, Sr.

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

**ROLL CALL VOTE:**

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

**4.0 RESOLUTION #21-22/08 Bullying Prevention Month – October 2021**

Superintendent Lewis reviewed this item in the Board packet. YCOE presents this resolution on an annual basis because of the importance of calling out bullying prevention. This is especially important right now since students are coming back to school with potential stressors and this resolution highlights the importance of keeping kids in school and safe physically and emotionally.

Trustee Souza Cole commented on bringing forward the role of bullying and creating an environment for students in which they don't want to attend school. The role of bystanders is also so important to teach kids what to do in this situation and give them skills to deal with this issue, especially in a digital space. Trustee Moreno's heart goes out to Salinas USD who is dealing with resolution for their latest incident of racial bullying. She has been invited to join a discussion on this issue on Saturday.

Motion to approve RESOLUTION #21-22/08 Bullying Prevention Month – October 2021

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

**ROLL CALL VOTE:**

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

**5.0 ACTION TO FILL TRUSTEE AREA 4 BOARD MEMBER JERRY JIMENEZ VACANCY TO THE YOLO COUNTY BOARD OF EDUCATION; PROVISIONAL APPOINTMENT [Educ. Code Section 5091 & 5093; BB 9223]**

5.1 Review of Process

Board President Matt Taylor reviewed the process to fill Trustee Area 4 Board member vacancy to the Yolo County Board Education; Provisional Appointment.

Each trustee had an interview sheet to conduct and rate the interview. (If a trustee completes the form it will be included in the record).

- There will be an opportunity for public comment after interviews
  - Comments will not exceed 3 minutes.
- Board will deliberate.
- Board will seek a motion to appoint.
- Oath of office will be conducted after motion to appoint.

Trustee Souza Cole asked if there had been other applications that were not moved forward. President Taylor stated yes that we received 2 applications:

- One person worked for a district within Yolo County which is not allowed while on the Yolo County Board of Education and the other application was received AFTER the deadline so we could not accept it.

5.2 Yolo County Board of Education Candidate Applications

a. Shelton Yip's application was reviewed.

5.3 Board Trustee, Area 4, Provisional Appointment Candidate Interviews

a. Board conducted an interview with Shelton Yip for Area 4 Provisional Appointment.

5.4 Public Comment

Received from Cory Wiegel on 9/13/21 at 9:12 a.m. re: Board Trustee, Area 4

*Shelton Yip would be an excellent Board Trustee for Area 4, whether temporarily or long-term, due to his varied and lengthy experience in education, balanced and good natured temperament, positive relationships with others, and thoughtful*

*contributions. The Yolo County Board of Education would greatly benefit from his service.*

*He does seem to have trouble remembering people's names, though, so perhaps he needs a cheat sheet with their pictures, names, and titles. If something like that is good enough for Joe Biden then it's good enough for Shelton!*

5.5 Deliberation Process

Each Trustee made a comment:

Trustee Souza Cole stated that she takes this role very seriously and they are stepping in the role of the voter. The decision is fairly straightforward, not just because of one candidate but because he is excellently qualified and has eight (8) years of serving on this Board previously. Mr. Yip knows the procedures and policies and can easily step right in. He has also been elected twice before for this seat and she supports an appointment for Shelton Yip.

Trustee Zendejas agrees with Trustee Souza Cole and stated that Mr. Yip is the reason that he wanted to be on the Board.

Trustee Moreno thanked YCOE and the Board for this process. She also thanked Mr. Yip who she feels shares the same values and beliefs. He has been inspirational in his work with colleagues across Yolo County and beyond with his honesty and volunteer work that he does across the state and with other schools which is very much needed. Mr. Yip is able and willing to return and serve and supports his appointment to Trustee Area 4.

Trustee Taylor stated that the voters have expressed two (2) previous times during past elections to accept this candidate and he feels comfortable and confident appointing him to the Yolo County Board of education.

5.6 Motion to Appoint Candidate

Motion to appoint Shelton Yip to the remainder of the Trustee Area 4 Board member vacancy of the Yolo County Board of Education.

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

**ROLL CALL VOTE:**

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

5.7 Oath of Office

President Matt Taylor recited the Oath of Office to Shelton Yip.

6.0 **REPORTS**

6.1 Board Reports

Trustee Moreno

- Thanked staff for their hard work.
- Thanked Trustee Taylor for his support and organization of the California County Board of Education (CCBE) Conference.
  - Enjoyed the Artificial Intelligence workshop.
  - Enjoyed the workshop with discussions on students being more involved with computer science education.
- Attended a great presentation with President Taylor on increasing the diversity amongst teachers and building for tomorrow.
  - Building teachers and leaders within.
  - Excellent collaboration.
  - Build on resources for county offices of education and local universities to create a pipeline.
- Stated that the California Department of Education will be contacting COEs or consulting with them to develop a model curriculum for Hmong and Native Americans which is scheduled for 2025.
  - California Department of Education will be expecting and depending on COEs to support districts with model curriculum.

Trustee Zendejas

- Welcomed Trustee Yip to Board.
- Attended CCBE conference in person.
  - Enjoyed workshops.
  - Glaring need for computer science in schools.
    - Very interesting and disheartening.
    - Numbers alarming in communities of color.
  - Discussion on American Rescue Plan.
    - Increase allocation to children, youth and families.
    - Discussion with the board of supervisors on this issue.
- Discussed rural communities and shortage of substitutes in districts.
  - Qualified staff from RISE have been helping meet needs in some districts.
  - We need substitutes.

President Taylor

- Commented that the Legislature just changed rules for substitutes - 60 days to serve as a long term substitute.
- Trustee Yip cautioned that with CalSTRS, if a person is involved in a buyout with a district, they are not eligible and there is a conflict.
- Lots of work needs to be done to gather data in computer science for school districts and counties.
  - Improve career options.

- Going to move the county and districts forward.
- Data states enrollment gender gap in computer science.
- Ethnic gap is also extreme.

Trustee Souza Cole

- Thanked President Taylor for all his work on the CCBE conference.
  - Appreciate focus on computer science at the conference.
- Please agendaize computer science at the next board agenda as a discussion item.
  - YCOE needs a self-evaluation on this issue.
  - Where we are in understanding issues.
  - Language skills.
  - YCOE should be champions for computer science.
- Discussed recent Davis Joint USD board meeting.
  - Presentation on declining enrollment.
  - Focused on localized factors.
  - Birth rate declining.
    - Superintendent Lewis stated that there are other school districts that are seeing similar types of decline in enrollment.
    - Anticipated 3% decline in Yolo County.
    - Increase in Winters because of housing developments.
    - Better sense in October 2021 on enrollment.
  - San Mateo county.
    - Discussed teacher residency.

Trustee Yip

- Thanked staff and Board on return to Board.
- Interesting discussion on computer science at CCBE Conference
- Female registration in STEM classes (robotics) has increased.
  - Trustee Souza Cole stated that college enrollment is now 60% for women which is a concern regarding boys and young men and what are we doing to prepare men for college.

Superintendent

- Welcomed Trustee Yip back to the Yolo County Board of Education.
- Welcomed Associate Superintendent, Educational Services Maria Arvizu-Espinoza to YCOE.
- Thanked Dr. Micah Studer, Assistant Superintendent, Equity and Support Services for filling in the role of Interim Associate Superintendent of Educational Services and helping with the tasks and responsibilities since February.
- Discussed Mr. Willard Ingraham and his recent memorial services.
  - Mr. Ingraham was denied a high school diploma due to Jim Crow laws.
  - Superintendent Lewis shared a proclamation with the executive

director from CAASAA that was presented in honor of Mr. Ingraham.

- Reported that all school districts welcomed educators to school with focus on health and safety of staff.
  - There is a lack of substitute teachers across the county and nation.
- Appreciates creativity of Trustee Zendejas and RISE on helping with lack of substitute teachers.
- Commented on webinar on school safety which made an appeal to the community on the challenges of staffing.
- Tomorrow evening 9/15 will participate at the African American parent advisory committee at Jack Slaven Park.
- Reported that the California Indian Advisory Committee is hosting a session on Native American Cultural Understanding of Education.
  - Free registration.
- The virtual Excellence in Education (EIE) awards will be on September 27, 2021 at 5 pm.

#### SAT

Crissy Huey, Associate Superintendent, Administrative Services presented her report in the Board packet.

- Maria Arvizu-Espinoza, Associate Superintendent, Educational Services introduced herself to the Board and thanked Superintendent Lewis and Board for welcoming her to YCOE.
- Thanked Dr. Studer for all his hard work and help during transition.

#### Discussed

- Career Technical Education (CTE)
- PBIS training for LEAs
- Been out in field visiting sites.
- Trustee Souza Cole had a question regarding a parent of a fourth grader who didn't learn a lot in third grade and wanted to know what do districts offer to students who are behind?
  - After school programs.
  - Tutoring.
  - LEA's in California received additional funding for supplemental instruction.
  - Hiring paraprofessionals.
  - Specific to each district to support students in learning loss.
  - Dr. Studer also commented that there are a lot of plans and designs for districts going to great lengths to keep open.
    - Participating in PBIS for missed learning opportunities.
- Trustee Zendejas stated that it has been rough for districts using after school funds.
  - Social and emotional support.
  - Shelter in place.
  - Looking at services for families.

Committees

Trustee Souza Cole commented that the Facilities committee is meeting next week.

- 6.2 Associations  
None

- 7.0 **CONSENT AGENDA**  
Motion to approve consent agenda.

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

**ROLL CALL VOTE:**

TAYLOR: **AYE**  
MORENO: **AYE**  
SOUZA COLE: **AYE**  
YIP: **ABSTAIN**  
ZENDEJAS: **AYE**

- 8.0 **A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENTS FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE STIPULATION OF THE STATE INSTRUCTIONAL MATERIALS PROGRAM, AND THE SUFFICIENCY OF INSTRUCTIONAL MATERIALS IN THE YOLO COUNTY ALTERNATIVE EDUCATION PROGRAMS, GRADES 9-12, FISCAL YEAR 2021-22.** Public Hearing opened at 5:07 and closed at 5:09

9.0 **ACTION ITEMS**

9.1 Resolution #21-22/04 Instructional Materials

Dr. Micah Studer, Assistant Superintendent, Equity and Support Services presented this item in the Board packet and responded to questions from the Board. Board thanked Dr. Studer for adding the publishing dates. He understands the quality is insufficient and will be addressed this year. The resolution is focused on quantity. At the next board meeting the process to update publications will include a calendar and how to approach the process. Trustee Souza Cole stated that she is looking forward to adopting the new curriculum and addressing standards. Dr. Studer also stated that the student's individualized learning plan is responsive to student needs and the culture of COE.

Trustee Moreno had questions.

- How often do COEs renew or order new materials?
- She had concerns about the cultural competency piece and whether most COEs have this.



- Is YCOE purchasing supplemental or complimentary materials.
  - Is funding being used?

Dr. Studer stated the focus is on supplementary curriculum. In regards to how other COEs handle materials is dependent on their size. Yolo COE is a smaller COE so purchasing supplementary is common practice but admits woefully outdated. There are funds to buy supplementary materials for students.

Superintendent Lewis stated that historically the COE has adopted materials in school districts in which the program is operated. It is appropriate to evaluate the materials and supplemental items. Vice President Moreno asked if a vote today to adopt the resolution is to support materials listed. Superintendent Lewis stated that it is for sufficient quantity only. A vote to support the resolution does not support materials in substance. The resolution is in regards to enough materials for each student. Dr. Studer stated that curriculum must be adopted every 7 years per subject area answering Trustee Zendejas question on this issue.

During the first vote, Trustee Moreno stated that she was going to abstain and Trustee Souza Cole asked her why the abstention vote? Trustee Moreno stated that she needed to learn more about what this resolution means and finds it concerning. Trustee Taylor stated that the Board is supportive of current publication dates and quality but states that this is an obligation from the Williams settlement that states that the staff has to count the books and there is the correct amount of books.

Dr. Studer stated that every LEA Board certifies the sufficient amount and/or provides a quantity of books per the Williams settlement. Superintendent Lewis gave a history of Williams settlement on past remedies to correct that every student would have a textbook. Trustee Souza Cole stated that YCOE is working towards excellence, but we still need to meet state requirements on counting the books, which is what the resolution is about. Next month the processing calendar will be discussed and introduced regarding purchasing current and sufficient publications. YCOE will also be looking at digital curriculum and access to devices and connectivity in relation to computer science.

Motion to adopt Resolution #21-22/04 Instructional Materials quantity

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

**ROLL CALL VOTE:**

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

9.2 Appoint a Trustee to the Yolo County School Boards Association (YCSBA) Executive Board

President Taylor presented this item and responded to questions from the Board.

Motion to appoint Vice President Moreno to the Yolo County School Boards Association (YCSBA) Executive Board through December 31, 2021.

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

**ROLL CALL VOTE:**

TAYLOR: **AYE**

MORENO: **AYE**

SOUZA COLE: **AYE**

YIP: **AYE**

ZENDEJAS: **AYE**

9.3 Second Reading of Board Policies – 6000 Series

BP 6158 Independent Study

Dr. Micah Studer, Assistant Superintendent, Equity & Support Services presented this item in the Board packet and responded to questions from the Board. Discussed AB 167 and stated that he will have this policy and another one in a month to reflect and align what is now in place. Questions that need clarification include - how we conduct independent study and student quarantine.

Headings on policies will also be included on all future policies. There are also many Extended School Year (ESY) questions and YCOE is currently working with the California Department of Education (CDE) on comprehensive language. Trustee Souza Cole commented on a report on Independent Study that is made to Board yearly that is mentioned in policy and asked when will they have an update on program. Superintendent Lewis stated the report may happen in June with LCAP (will put on recurring items list).

Motion to approve BP 6158 Independent Study

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

**ROLL CALL VOTE:**

TAYLOR: **AYE**

MORENO: **AYE**

SOUZA COLE: **AYE**

YIP: AYE  
ZENDEJAS: AYE

10.0 INFORMATION ITEMS

10.1 Head Start/Early Head Start Reports

Shannon McClarin, Director, Early Childhood Education presented this item in the Board packet and responded to questions from the Board.

Discussion items:

- Enrollment.
  - Currently there are Head Start slots in Woodland
- Tuition
- Trustee Moreno had a question on outreach strategies and have they changed? This is what is currently done:
  - Bilingual mutual housing contacted.
  - Local Spanish churches and other non-English programs and programming are contacted.
  - Last week in Davis distributed pamphlets (300) and canvassed certain neighborhoods in DAVIS FSSA bilingual.
    - Would appreciate the Board getting word out on program.
  - Vehicle advertisement as part of recruitment.
  - Signs everywhere in rural part of county.
    - Trustee Zendejas made a comment on lack of substitute teachers and openings all over.
    - YCOE managers filling in for substitutes.
- Trustee Souza Cole had questions on Head Start funding.
  - Do we get paid more per student?
    - Debra Hinely, Director, Internal Business Services stated the funding is based on a flat amount increase in the COLA.
  - Funding benchmark - would like to know how it compares to places where benchmark has a lower cost of living or on a national level.
    - Ms. Hinely stated that she can research this question. Superintendent Lewis stated that there are issues 1. Competitive wages 2. Wanting to increase Head Start funding beyond the Federal COLA. 3. Threshold for families to qualify for services. Ms. Hinely stated that funding is also used for advertising purposes and projects are planned with improvements for staff and classroom.
- Planning for TK currently - Gail Nadal still working for us will run point on this issue.

10.2 Monthly Attendance Reports

Gayelynn Gerhart, Principal, Alternative Education presented this item in the Board packet and responded to questions from the Board.

Discussion items:

- President Taylor asked if we were anticipating additional enrollment.
  - Principal Gayelynn Gerhart stated that yes there are currently more referrals.
- Transportation.
- YCCP – students on independent study.

**Trustee Zendejas stepped out 6:10 pm and returned at 6:12 pm**

- 10.3            Quarterly Report of Investments for Period Ending March 31, 2021  
Debra Hinely, Director, Internal Business Services presented this item in the Board packet and responded to questions from the Board. Trustee Souza Cole asked how long has YCOE used PFM for portfolio? Ms. Hinely can research this question and ask other county offices/treasurers who they use and if they are satisfied with the portfolio.
- 10.4            Quarterly Report of Investments for Period Ending June 30, 2021  
Debra Hinely, Director, Internal Business Services presented this item in the Board packet and responded to questions from the Board.
- 10.5            Monthly Board Financial Report  
Debra Hinely, Director, Internal Business Services presented this item in the Board packet and responded to questions from the Board. Ending fund balance to be on report in November.
- 11.0            Suggested future agenda items.
- Add curriculum adoption process and calendar.
  - Add current expiration order for virtual Board meetings deadline on September 30. We may no longer have Zoom meetings without noticing location and will need to publish the address where you are meeting from if you are meeting online and post on agenda where you are meeting from.
    - Trustee Moreno intends to attend the next meeting in person.
  - Add a discussion item about supporting a program we heard about at the conference on the diversification of teachers and substitute teachers.
  - Trustee Souza Cole requested adding discussion items for computer science and what is the role of YCOE.
    - She stated there is a program on computer science that has funding to train 20 administrators at COEs to be the leader of curriculum to support districts for professional development training.

- She would like a discussion on designating a local county leader on computer science and education.
  - Superintendent Lewis commented that discussions can take place on this issue at the Board level but ultimately it will be a decision with him and staff if they have the capacity to take this on.
- Trustee Moreno clarified that none of these projects are just about YCOE, they are about collaboration and communication and they are about COE's supporting districts on this issue.
  - Superintendent Lewis stated that we are currently involved with a number of initiatives and are engaged with COEs as part of a consortium on independent study, etc. and can discuss this offline with her.
  - Trustee Moreno requested a report on current projects and collaborations that YCOE does to support districts – President Taylor stated that we can talk about issue at executive committee.

12.0 ADJOURNMENT. The meeting adjourned at 6:26 p.m.

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

**ROLL CALL VOTE:**

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



\_\_\_\_\_  
Garth Lewis, Superintendent