



YOLO COUNTY BOARD OF EDUCATION REGULAR BOARD MEETING

09/14/2021 03:30 PM

Yolo County Office of Education - Woodland Conference Room, Suite 120,
Woodland, CA 95776 &
ZOOM VIDEO CONFERENCING
Open Session - 3:30 PM

AGENDA

The Yolo County Office of Education's vision is to be a *model of excellence in educational service, innovation, and impact.*



Scan the above QR code with your phone to view this meeting agenda on your phone.

BOARD MEMBERS

Matt Taylor, President

Melissa Moreno, Vice President

Carol Souza Cole

Tico Zendejas

This meeting is being agendized to allow Board members, staff and the public to participate in a hybrid meeting via in person at the Yolo County Office of Education or by Zoom video conferencing. If attendees join the meeting in person please adhere to the COVID-19 state-mandated guidance which includes social distancing and wearing masks. There will also be the option to participate by Zoom Conference Call, pursuant to the Governor's Executive Order N-29-20 (March 17, 2020).

Teleconference options to join Zoom meeting:

OPTION 1: COMPUTER: Using a computer or Mobile Phone:

Please click the link below to join the webinar:

<https://ycoe.zoom.us/j/97637728971> (<https://simbli.eboardsolutions.com/SU/fnaVDtr1OPaQd3ybMVMIDg==>)

OPTION 2: PHONE: Using a traditional phone or cell phone:

Or One tap mobile :

US: +16699006833,,97637728971# or +13462487799,,97637728971#

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Webinar ID: 976 3772 8971



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7. CONSENT AGENDA 	40
<p>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</p>	


that case the designated item(s) will be considered following approval of the remaining items:

Approval of Minutes:

- a. August 10, 2021 Regular Meeting
- b. TCCs

8. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENT 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. 54

9. ACTION ITEMS 55

1. Instructional Materials Resolution  56
Staff recommends that the Board adopt Resolution #21-22/05: Regarding Sufficiency or Insufficiency of Instructional Materials, 2021-22.

2. Appoint a Trustee to the Yolo County School Boards Association (YCSBA) Executive Board 60
Staff recommends that the Board make an appointment to fulfill the term on the YCSBA Executive Board until December 2021.

3. Second Reading of Board Policies - 6000 Series  61
BP 6158 Independent Study

Staff recommends that the Board adopt this policy:

BP 6158 Independent Study

10. INFORMATION ITEMS 74

1. Head Start/Early Head Start Reports  75
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
- For Information.

2. Monthly Attendance Reports Information only.	
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AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:

- For disability related accommodations, please contact the Yolo County Office of Education - Superintendent's office at (530) 668-3702, at least three (3) working days prior to the scheduled meeting.
- For translation services, if joining the meeting via Zoom, please check the box to Enable Language Interpretation for the meeting.
- Four (4) calendar days prior to the meeting, a full Board packet is available for review on the Yolo County Office of Education website: www.ycoe.org



1. OPENING PROCEDURES



1. 1. Call to Order and Roll Call



1. 2. Pledge of Allegiance

1. 3. Approval of Agenda

Recommendation

Motion to Approve Agenda.

1. 4. Public Comment

Quick Summary / Abstract

Executive Order N-29-20 authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the Zoom teleconference. For those individuals who wish to make a make a public comment, please do so in the following manner:

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http://bit.ly/Board_Comments

- *Please submit your google form by the Board meeting date. A moderator for the meeting will read your comments for the record.*
-
- *In person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120 in the*

2. RESOLUTION #21-22/07 California Native American Day - September 24, 2021 

Description

Approve Resolution #21-22/07 California Native American Day - September 24, 2021

Recommendation

Staff recommends approval of Resolution #21-22/07 California Native American Day - September 24, 2021

Supporting Documents



CA Native American Day Resolution

Contact Person

Superintendent Garth Lewis will present this item.



**Yolo County Board of Education and
Yolo County Superintendent of Schools**

**Resolution #20/21-07
California Native American Day
September 24, 2021**

WHEREAS, an official state holiday, California Native American Day is a time-honored tradition in the California Native American community and provides an opportunity to learn about the history of the original stewards of our land and their vibrant cultures and rich traditions; and

WHEREAS, Native American Day began in California in 1939 when Governor Culbert Olson dedicated October 1st as “Indian Day”; and

WHEREAS, in 1968, California Tribal Leaders and Governor Ronald Reagan declared the fourth Friday of September as “California Indian Day”; and

WHEREAS, Native Americans are considered to be the first Americans to live in and populate the United States and by the time the first explorers and settlers arrived from Europe, Native Americans had populated the entire North American continent, from the Atlantic to the Pacific, and from the Gulf of Mexico all the way to the northern reaches of Canada; and

WHEREAS, the Yolo County Board of Education recognizes that our county office of education is located on the territory of the Patwin people, including the Yocha Dehe Wintun Nation; and

WHEREAS, the Yocha Dehe Wintun Nation is preserving Patwin traditions and cultures by helping families, protecting the environment and supporting communities in need; and

WHEREAS, the Yolo County Board of Education takes great pride in recognizing the 54th Anniversary of California Native American Day on September 24, 2021 and calls upon educators and the community to observe this day with appropriate activities and programs, and to educate students about California tribes and the California Native American way of life;

NOW, THEREFORE BE IT RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools honor California Native American Day on September 24, 2021, to mark the achievements and contributions of Indigenous peoples in California.

BE IT FURTHER RESOLVED, that this resolution be distributed to every district in Yolo County.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on September 14, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Matt Taylor, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

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

Description

Approve Resolution #21-22/09 Honoring Pastor Clarence Jefferson, Sr.

Recommendation

Staff recommends approval of Resolution #21-22/09 Honoring Pastor Clarence Jefferson, Sr.

Supporting Documents



Resolution Pastor Clarence Jefferson Sr



**Yolo County Board of Education and
Yolo County Superintendent of Schools**

**Resolution #20/21-09
Honoring Pastor Clarence Jefferson, Sr.**

WHEREAS, upon the passing of Pastor Clarence Jefferson, Sr., it is fitting to recognize his significant contributions to the Woodland community as pastor for the Greater Second Baptist Church, and all of the communities he called home; and

WHEREAS, Pastor Clarence Jefferson, Sr., was born November 16, 1948, in Hot Springs, Arkansas, and first preached the Gospel at CME Church of Hope in Hope, Arkansas; and

WHEREAS, Pastor Clarence Jefferson, Sr., has served congregations and communities throughout decades of leadership in San Francisco, California; Reno, Nevada; Suisun City, California; Vacaville, California; and finally in Woodland, California; and

WHEREAS, Pastor Clarence Jefferson, Sr., along with his service to the Baptist Church, worked as an entrepreneur in carpentry and provided job training and important life lessons to the young men of the community; and

WHEREAS, Pastor Clarence Jefferson, Sr., found his home in 2016 in Woodland at the Greater Second Baptist Church, where he faithfully served until he was no longer able to carry out his duties; and

WHEREAS, Pastor Clarence Jefferson, Sr., is survived by his loving wife of 52 years, Betty Jean Jefferson, four children, 17 grandchildren, and many beloved family members and friends; and

NOW, THEREFORE BE IT RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools extend to Pastor Clarence Jefferson Sr.'s loved ones their sincere appreciation, admiration and respect for his distinguished career of exceptional service and offer their deepest condolences on the occasion of the Pastor Clarence Jefferson Sr.'s passing.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on September 14, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Matt Taylor, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

4. RESOLUTION #21-22/08 Bullying Prevention Month - October 2021 

Description

Approve Resolution #21-22/08 Bullying Prevention Month - October 2021

Recommendation

Staff recommends approval of Resolution #21-22/08 Bullying Prevention Month - October 2021

Supporting Documents



Anti-Bullying

Contact Person

Superintendent Garth Lewis will present this item.



**Yolo County Board of Education and
Yolo County Superintendent of Schools**

Resolution #21-22/08: Bullying Prevention Month - October 2021

WHEREAS, the Yolo County Board of Education believes that all students have a right to a safe and healthy school environment and that the district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance; and

WHEREAS, the Yolo County Office of Education has a strong history of working with parents, community agencies, law enforcement, and other stakeholders in the county of Yolo, to support the safety and positive development of our youth; and

WHEREAS, bullying and harassment can take many forms, including physical bullying; teasing or name-calling; social exclusion; cyber bullying; peer sexual harassment; bullying about race, ethnicity, religion, disability, sexual orientation, and gender identity; and

WHEREAS, bullying and harassment affects students' ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; can greatly impact a student's ability to concentrate and perform in the classroom; directly affects health and well-being and contributes to excessive absences from school; and may result in physical illness, or long-term social and emotional consequences; and

WHEREAS, the Yolo County Board of Education has adopted Board Policy 5131.2: *Bullying*, and supports programs that address the prevention, intervention, and ultimate elimination of all types of bullying as part of a coordinated school safety effort in all Yolo County schools; and

NOW, THEREFORE, BE IT RESOLVED that the Yolo County Board of Education hereby declare October 2021 Anti-Bullying Month.

BE IT FURTHER RESOLVED that schools in Yolo County are called upon to respond to school-related bullying incidents with a renewed commitment to making sure every student respects and accepts all people and by continuing to implement programs and strategies in which victims of bullying can be identified and assisted, and perpetrators educated, in order to create safer schools that provide a positive learning environment; and

BE IT FURTHER RESOLVED that we as adults will endeavor in our own interactions to model the same behavior we expect from our students.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on September 14, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Matt Taylor, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

5. 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

Description

A review of the Trustee Area #4, Provisional Appointment Candidate Interview Process

Contact Person

Board President Matt Taylor

5. 2. Yolo County Board of Education Candidate Applications

Quick Summary / Abstract

a. Shelton Yip

Supporting Documents



YCOE Let



7867439011042809491(1)

To: Matt Taylor, President YCBE
Fr: Shelton B. Yip
Re: Vacant Seat Area 4
Date: September 4, 2021

I would be honored to be considered to fulfill the term of Trustee, Jerry Jimenez, who resigned from his seat on the Yolo County Board of Education.

As a retired educator of 42 years, I have experienced the pluses and minuses of public education. My experiences span from a classroom teacher to interim superintendent of an LEA. I have also served as an adjunct professor for CSU Sacramento. I sometimes have a difficult time to say NO but if it has an impact on the life of a child, NO is not part of my vocabulary. I have served on the Legislative Platform committees for CSBA, CCBE and ACSA. I also served for 12 years as the co-chair of legislative action for the State Special Education Local Plan Area (SELPA). I have begun my third term as a Board Director for the ACSA directly impacting schools statewide. To support some of our most vulnerable students, I serve foster youth as a Court Appointed Special Advocate (CASA).

Trustees of County Boards across the State sometimes struggle with their identity, roles and responsibilities. Members of the Yolo CBE have addressed these issues over the years and have developed a culture of relationships and collaboration. The culture of relationship and collaboration has been evident with the working relationship with the County Superintendent, YCOE staff, LEAs (local and statewide), and with partnering agencies to improve and better the educational environment for our students. The collaborative efforts of the sitting board members also is part of the identity shared. Authority is granted to the board as a collective body, not as an individual board member and the board works to this end.

County Board members serve as Educational Ambassadors to our community. A county board member needs to understand that it is important to represent and support the County education programs that are providing services impacting all of the LEAs in the County. The role of a County board member is not to tell, suggest, or interfere in the business of the LEA but to listen and bring concerns back to the County Superintendent. County Board members have the fiduciary responsibility to maintain operational budgets for the YCOE (LCAP/LCFF) as well as serving as an appeal board for inter district disputes, expulsions and Charter School petitions.

I look forward to hear from you regarding this opportunity to serve on the Yolo County School Board.

In Public service,

Shelton B. Yip

YOLO COUNTY BOARD OF EDUCATION
Matt Taylor, President
1280 Santa Anita Court, Suite 100
Woodland, CA 95776
Phone: (530) 668-3702

APPLICATION/QUESTIONNAIRE FOR YOLO COUNTY BOARD OF EDUCATION

Qualifications: This member of the County Board represents and must be a resident of Yolo County, California and a registered voter.

Name: _____

Residence Address: _____

How long? _____

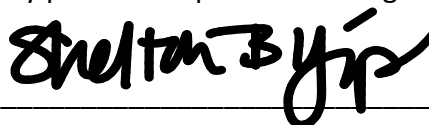
Mailing address: _____

Phone number: _____

I, _____, hereby affirm that I am 18 years or older; a citizen of the State of California; a resident of one of the precincts represented by the vacant Board position; a registered voter; and free of any disqualification from holding a civil office.

I am interested in serving as Trustee, Area No. 4. I am a registered voter in Area 4 that covers portions of North Davis (east of Highway 113 and north of Covell Boulevard), more of East Davis and all of South Davis, as well as a swath of land to the east of Mace Boulevard to the south of town. I understand the role and responsibilities of a becoming a member of the Yolo County Board of Education. I understand the term of appointment is through December 13, 2024.

I will be available for an interview on September 14, 2021, beginning at 3:30 - 7 p.m. I understand that I will be given the opportunity to speak for a maximum of ten minutes about my interest in serving as a Board member, and about any previous experience I bring to this position.



Signature

Date

**YOLO COUNTY BOARD OF EDUCATION
Matt Taylor, President
1280 Santa Anita Court, Suite 100
Woodland, CA 95776
Phone: (530) 668-3702**

Please address your response in the form of a typed letter (1 page maximum) to the members of the Yolo County Board of Education.

1. Describe your educational background.
2. What is your experience with the schools in Yolo County, and more specifically in the precinct you would represent?
3. Describe what you perceive to be the duties and responsibilities of a member of the Board?
4. What strengths do you have that you feel would be an asset as a member of the Board?
5. What is your time commitment and your availability for this position?
6. Comments

Application deadline: September 7, 2021, 12:00 p.m.

Return to the Yolo County Office of Education at the above address or email Yvette Seibert at Yvette.seibert@ycoe.org

Yolo County Office of Education is an Equal Opportunity Employer

5. 3. Board Trustee, Area 4, Provisional Appointment Candidate Interviews

Quick Summary / Abstract

a. Shelton Yip

5. 4. Public Comment

Quick Summary / Abstract

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Please submit your google form by the Board meeting date. A moderator for the meeting will read your comments for the record.

- *In person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120 in the Woodland Conference Room. Please wear a mask and adhere to social distancing rules.*

Comments may not exceed three (3) minutes.

5. 5. Deliberation Process

5. 6. Motion to Appoint Candidate

5. 7. Oath of Office

Description

Provisional Appointment for Trustee Area #4 will take the Oath of Office and will be seated as if elected.

Contact Person

Board President Matt Taylor/Superintendent Garth Lewis

6. REPORTS

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

Quick Summary / Abstract

- a. Board Reports
- b. Superintendent
- c. Superintendent's Advisory Team (SAT)
- d. Committees

Recommendation

For Information.

Supporting Documents



Admin Services update 9.2021



2021- September MBU

ADMINISTRATIVE SERVICES SEPTEMBER 2021 UPDATES

Crissy Huey - Associate Superintendent, Administrative Services

External Business Services

Director, Veronica Moreno

- The EBS Director has been reviewing district 2021-22 Adopted Budgets per AB 1200 fiscal oversight requirements.
- All 2020-21 cash deferral repayments have now been received from the state and distributed to LEAs.

Internal Business Services

Director, Debra Hinely

- Closing the books for the prior fiscal year:
 - Processing the final steps and importing financials into the Unaudited Actuals State software
- Current fiscal year:
 - Continuing to adjust budgets with information unknown during budget development
 - Adding budgets to recently received funds
 - Scheduling current year budget meetings with programs
 - Training new staff on day-to-day processes
 - Adding an additional Senior Business Services Technician due to increased workloads
 - Increased Accountant position by adding five additional days due to increased workload
 - Electronic requisition routing has been implemented

Support Operations Services

Director, Matthew Juchniewicz

- Hector Perez has joined the SOS team, as the Warehouse and Inventory Control Technician.
- Valley Oak Head Start moving to Montgomery
 - Program was moved and started. We are working out playground location issues with the district.
- Lemen IEEEE ADA Barrier Removal Project
 - Project completion estimated mid-October
- Lemen Building Modernization Project
 - Interior renovations are near completion
- Cesar Chavez and Greengate tree trimming and tree removal
 - Trees were pruned and dead/dying trees removed
 - Landscape remediation of the area slated as future project
- Santa Anita concrete repair completed
 - Work done around waste disposal area and Suites 100, 120 & 140
- Santa Anita microphone replacement
 - In August, created and sent the PO to the vendor for purchase of microphones, lapel microphones, and control units. They are projecting severe backorders; it may be October that units are received.
 - Carl provided a stop gap Bose solution that would serve multiple needs
 - Terrapin Technology is working on an all-encompassing quote that would give us the ability to host hybrid events in our conference center.

Information & Technology Services

Director, Carl Fahle

Data Services Project Updates

(FIS) Financial Information System Support & Projects

- FIS Requisition Routing Roll Out – IBS/YCOE
- FIS New Staff Training – District Business Teams
- FIS Paperless Paystubs – EBS/Esparto

(SIS) Student Information System Support & Projects

- SIS CALPADS End-of-Year (EOY) Certification – YCOE and Supported Districts

Networking Project Updates

- Quality of Service (QoS) Project Analysis and System Configuration Redesign with Team One Consulting (Voice and Network at Remote Programs)
- Evaluating Remote Sites Bandwidth/Wireless Resiliency Systems (LTE SD-WAN Routers)

Other ITS Projects and Updates

- SIS/HR Schools Self-Screening System implementation & launch
- ITS Staff to attend training on CDE's new School Emergency Reporting System

EDUCATIONAL SERVICES UPDATES

Micah Studer – Assistant Superintendent, Equity and Support Services

- We have successfully recommended all district LCAPs to the superintendent for approval.
- We met with CDE and have made all necessary technical corrections to the LCAP. We are expecting the approval notice of our YCOE LCAP within the week.
- We are working with our districts and county charters to help navigate the requirements of ESSER III.
- We convened a subcommittee from our YCOE retreat team to create the first iteration of the YCOE equity statement. It will be included as a component of the YCOE strategic plan.
- We are happy to welcome to welcome our new Associate Superintendent to the team and look forward to her leadership in the coming years.

Teaching and Learning / College and Career Readiness Department

Director, Deb Bruns

Teaching & Learning Department is launching our professional learning offerings for the new school year, including the following:

- College and Career Readiness Team is partnering with English Learner Program Specialist, Heather Schlaman to offer two sessions for Career Technical Education (CTE) teachers on **Supporting English Learners in the CTE Classroom**. Learn more about [YCOE's Multilingual Student Services](#) and our professional learning offerings at our new webpage.
- YCOE, in collaboration with the Yolo California Indian Curriculum & Professional Learning Advisory Committee, is hosting the first in a series of offerings for K-12 educators, **Native American Cultural Understanding for Educators**, on September 20, 2021, 3-5 pm. This group has been meeting since November 2020 to operationalize the YCBE resolution in support of Native American Heritage Month.
- Thirty-four (34) school site teams in Yolo County will be participating in **Positive Behavior Interventions and Supports (PBIS) trainings**. The first training was held August 26 on using School-Wide Information System (SWIS) for collecting and analyzing data to support PBIS implementation. Learn more about the Yolo County PBIS Consortium trainings at <https://www.ycoe.org/pbis>

YCOE Teaching & Learning Director, Deb Bruns, and Support Operations Services Director, Matt Juchniewicz, will be doing Williams site visits to Yolo County Schools in September and October.

Early Childhood Education (ECE) Department

Director, Shannon McClarin

- I am excited to have fully transitioned into the role of Director of ECE! I have had the opportunity to visit all our Head Start and Early Head Start sites, as well as meet the teachers, site coordinators and managers. I also was able to attend our August Policy Council meeting and meet our PC reps in attendance
- We were able to license and open our Toddler and Preschool program at Marguerite Montgomery in Davis and appreciate the support of our program by our DJUSD partners.

- We rescheduled our September LPC meeting to allow our LPC members to attend the Board of Supervisors meeting in which the BOS will be discussing funding allocations for American Rescue Plan funds. LPC members in attendance were able to advocate for adequate funding for childcare.

Special Education

Director, Jessica Burrone

- Continue recruiting efforts to fulfill staffing needs.
- Adult Living Skills will be moving over to SOL West on 9/15 to create an inclusive, age appropriate, learning environment.
- 5 Students have requested independent study and we are working through the IEP process to make a determination.

Foster Youth, Homeless, and Mental Health Services

Coordinator, Mariah Ernst-Collins

- The Foster Youth Services Coordinating Program signed the LOI to receive funding through AB 130. AB 130 allocates \$30 million of funding to COE's to provide direct services to foster youth including, but not limited to: tutoring, mentoring, counseling, and direct intervention addressing reengagement, learning recovery, educational case management/advocacy, postsecondary preparation and matriculation, and the social and emotional need of pupils in foster care. Yolo COE will be meeting with several stakeholders to discuss the possible use of funds that align with our current program plan and countywide needs assessment.
- Mental Health Student Services Act (MHSSA) update: All catchment areas have selected a mental health provider to provide contracted school-based mental health services. For the Woodland catchment area, CommuniCare Health Centers will be our selected provider.

Alternative Education

Principal, Gayelynn Gerhart

- Project-based CTE units are scheduled to be delivered on September 2 and installed on September 15 for Cesar Chavez students and staff. The units of study will be:
 - Personal Finance
 - Forensic Science
 - Alternative Energy
 - Flight & Drone Technology
 - Structural Engineering
- MOU's/Community Programming/Student Supports are in place:
 - Yolo Arts- Tomas begins providing 2-dimensional art instruction on September 7
 - Power Source- Mentors/Facilitators began their work with youth on August 25
 - SAYS- Will begin when UC Davis returns in late September
 - Brown Issues- MOU in process with a targeted start date of October 1, 2021
 - YCRC (Yolo Conflict Resolution Center)- Currently scheduling dates
 - Greengate PE Coaching Support- Finalizing start date
- Curriculum Coaching/Support
 - Reading with Relevance - Introduced our first novel, The House On Mango Street, and they will be doing direct staff support/coaching

- UC Math Project- Working directly with Mr. Lewis and Mr. Willis on implementing the Agile Minds Math Program
- ELD Coaching- Heather Schlaman, YCOE Teaching and Learning Staff, is working directly with staff via schoolwide professional development as well as individual coaching/support

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

7. CONSENT AGENDA

Quick Summary / Abstract

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. August 10, 2021 Regular Meeting
- b. TCCs

Supporting Documents



8-10-21 Minutes



TCC's July 6 totals 2021



TCC's August 2021 27 totals

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: August 10, 2021
MINUTES

1.1 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education Meeting met on August 10, 2021 at 3:34 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.
President Taylor requested the Board re-order the agenda items since Trustee Zendejas needs to leave the meeting at 4:15 p.m.

Trustee Souza Cole made a motion to re-order the agenda items:

- Move item 5.4 Yolo County Board of Education Trustee Area #4 Vacancy to the first Action item 5.1
We will then discuss in this order:
- Resolutions.
- Consent item.
- Consolidated Application
- Support Letter
- Updated School Calendars
- Move board reports and staff reports after action items.

Vice President Moreno has comments on the Minutes. Trustee Taylor stated that we will address that item during Consent.

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**

- 1.4 Public Comment.
None

ACTION ITEMS

5.4 Yolo County Board of Education Trustee Area #4 Vacancy

Trustee Jerry Jimenez tendered his resignation via email on July 29, 2021. Requirements for filling former Trustee Jimenez vacancy include a provisional appointment. Superintendent Lewis presented this item in the Board packet and responded to questions from the Board. Trustee Souza Cole prefers a provisional appointment. She asked if we need to hold a special meeting to do interviews. Superintendent Lewis stated that provisional appointments are usually made at Regular Board meetings. Vice President Moreno prefers the process similar to when the Board appointed Trustee Zendejas.

Next steps for Board vacancy include:

- Interviews will be held at the start of the September 14 meeting.
 - Would like to conduct all interviews during meeting.
- Appoint committee to review applications.
 - Superintendent Lewis recommends considering to appoint Executive Committee.

Motion to fill Board vacancy with a provisional appointment and to conduct interviews at the September 14, 2021 Regular Board meeting. Also, the Executive Committee will review the applications for eligibility.

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**

5.1 Resolution #21-22/02 In Support of High School Voter Weeks (last two full weeks in September 2021)

Superintendent Lewis presented this item in the Board packet and responded to questions from the Board. He would like to stress the impact to students on civic awareness and engagement in county that was stated in resolution.

Trustee Souza Cole commented that this year we have an election prior to voter education week. She would like the classrooms to emphasize voting in the upcoming Special election. She asked Principal Gerhart if they have enrolled students? This will be mentioned at an upcoming staff meeting. Will also have voter registration marquees and bring up this topic with Brown Issues.

Motion to adopt Resolution #21-22/02 In Support of High School Voter Weeks (last two full weeks in September 2021)

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

ROLL CALL VOTE:

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

5.2 Resolution #21-22/03 School Attendance

Superintendent Lewis presented this item. Special emphasis since all students will be back in the classroom this year.

Motion to approve Resolution #21-22/03 School Attendance

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

ROLL CALL VOTE:

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

5.3 RESOLUTION #21-22/04 Latino/Chicano Heritage Month

Superintendent Lewis presented this item. Vice President Moreno sent him correspondence asking about the effort and commitment for our schools to ensure that there is special attention to detail ensuring our students especially in the Latin X community that Latino/Chicano heritage is reflected in curriculum. Superintendent Lewis commented that we recently had a meeting with Brown Issues on Tuesday on this issue and are leveraging a recent grant awarded to engage young people on this issue.

Alma Lopez, Director and Organizer from Brown Issues gave public comment

Excited to share that Brown Issues will be working very closely in partnership with the Yolo County Office of Education (YCOE) this school year. She applauds this resolution and appreciates the positive impact in our communities when contributions are recognized and identities celebrated. Esperanza is an appropriate theme for this year and she wants to uplift the need for Ethnic studies to translate from this resolution into

practice. She understands that the Board is having discussions on implementation and can't emphasize how important that is. She commented that the Latino community is not a monolith. Identities are diverse and language is used to describe experiences. Ethnic studies in the classroom would be transformational for students to get this knowledge in middle school. Especially with 50% of students who are Latino/Chicano. It is critical at this time to implement ethnic studies. She looks forward to inviting and engaging with everyone in the upcoming school year.

Vice President Moreno thanked YCOE and Superintendent Lewis for ensuring that this resolution is part of the institution year after year. She would like to encourage and recommend that YCOE ensure that culturally relevant curriculum such as Brown Issues get on the budget in the future. She is not aware if YCOE is in discussion for ethnic studies but would be excited to hear this information along with community members. Overall, she supports this resolution. She also commented that the founder of Chicano Heritage month was the first Chicano congressman Edward Roybal and his daughter was her first Chicana mentor for Latina leadership. She expressed gratitude to the Roybal family to create and cultivate leadership through relevant curriculum.

Motion to approve Resolution #21-22/04 Latino/Chicano Heritage Month

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

ROLL CALL VOTE:

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

5.5 Consolidated Application Spring Release

Dr. Micah Studer, Interim Associate Superintendent, Educational Services presented this item in the Board packet and responded to questions from the Board. The Consolidated application is used by the California Department of Education to distribute funds from various Federal programs to county offices, school districts, and charter schools throughout California.

Motion to approve the Consolidated Application Spring Release.

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**

5.6 Support Letter for the Yolo County Childcare Plan

Draft Support letter for the Yolo County Childcare Plan is attached for Board review and Action. Superintendent Lewis presented this item in the Board packet and responded to questions from the Board.

Trustee Souza Cole requested clarification on if the Board President or Superintendent signs the letter? Superintendent Lewis stated that it was the decision of the Board to authorize. The Board decided that all board members and superintendent will sign. The letter was drafted with strong support by Gail Nadal, Director, Early Childhood Education, Local Childcare Planning Council and First Five. Matt Juchniewicz, Director of Support Operation Services is looking into facility needs and assisting with proposal that will be put before the Board of Supervisors.

Motion to approve letter with signatures from YCBOE and the Yolo County Superintendent of Schools.

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**

5.7 Updated School Calendars

Dr. Micah Studer, Interim Associate Superintendent, Educational Services presented this item in the Board packet and responded to questions from the Board.

Motion to approve Dan Jacobs Calendar.

Trustee Souza Cole also requested looking at our policies for mention of Board approval of updated school calendars. If not we should create a policy mentioning how we govern or how we conduct business. She asked if this issue could come back next month as information.

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**

3.0

Consent Agenda

Vice President Moreno has a change on the minutes. She asked to pull last Regular Board meeting minutes for June 22, 2021.

She stated she sent email to YCOE with a change to the ethnic studies discussion. After clarification from President Taylor that the statement was included in the minutes, she recused her motion to pull the minutes and will approve the Consent items.

Motion to approve consent agenda.

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

ROLL CALL VOTE:

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

4.0

Presentation of Anti-Vaping Billboard by Cesar Chavez Student

Anthony Volkar, Tobacco Use and Prevention Education Coordinator (TUPE) presented this item in the Board packet and responded to questions from the Board. A senior from Cesar Chavez Community School in Woodland, designed the billboard. The billboard, located in West Sacramento along Interstate 80, will be seen by an expected 470,000 people weekly. The billboard will be up for 11 weeks through September, with an estimated 5 million impressions.

Saira Delgado, staff member from Assemblymember Aguiar-Curry's office presented a resolution to the student and Anna Montserrat Carbo, staff member from California Smokers Hotline thanked everyone and is excited about all the people they are going to reach with the billboard. Her organization is going to continue these efforts and focus will be on youth vaping in the upcoming year. She looks forward to more collaborations in the future.

2.0

Board Reports

Trustee Zendejas

- Attended YCOE orientation on August 9th and enjoyed the program.

- Thanked Superintendent Lewis and staff for their hard work.

Trustee Moreno

- Acknowledged efforts of teachers and staff in preparation for the return of school.
- Currently supporting and working with the California Latino School Boards Association (CLSBA) in her role as Regional Director.
 - Planning for Unity Conference for educational leaders in California
 - Two sessions: 1. Focus on Latino student mental health and 2. Importance of dual enrollment education for Latino students in high school and continuation school.
 - Previously worked on another event from CLSBA on equity and mathematics for students.
- Invited to participate in Riverside COE's Ethnic Studies Institute to support school district teachers and staff.
 - It was an all day event – 2nd in state to host
 - Really dynamic to hear students preparation for ethnic studies which is a requirement now for community colleges (officially requiring even if AB 1040 does not go into effect).
 - Chancellors' office will review implementation process at end of month.
 - Exciting time for people supporting this effort of equity and inclusion.

Trustee Souza Cole

- Welcomed staff back to school and work.
- Thanked Gail Nadal, Director, Early Childhood Education for all of her hard work and wishes her well during retirement.

President Taylor

- Attended event with Congressman Garamendi in front of DaVinci and Head Start in Davis to champion the Child Tax Credit.
- Discussed the California County Boards of Education (CCBE) annual conference on September 10-12 in Monterey.
 - Hybrid and in person.
 - Initiatives for computer science will be showcased.

Superintendent

- Welcomed staff back.
- Copy of YCOE orientation program was handed out to Board.
- Highlight of activities included:
 - Trustee Zendejas attended.
 - Al "Coach Al" Venegas a Trustee at Washington USD delivered a powerful keynote speech on the power of showing up and being the light.

- Recognized we have lost two (2) students to suicide in Yolo County and in response and in effort to support students the Public health department has given \$150,000 to help support public schools, charter and private schools using suicide prevention services. Mariah Ernst-Collins, Program Coordinator II-Foster Youth, Homeless and Mental Health is the lead on this effort with the Yolo suicide prevention team.
- Tomorrow Woodland Community College will be here in our building for their Convocation service.
- We will also be joined by Congressman Garamendi at suite 190 who is touring the Adult Education center in Yolo County.
- Introduced Shannon McClarin, new Director of Early Childhood Education stated that Maria Arvizu-Espinoza will start on September 1 as the new Associate Superintendent, Educational Services.

SAT

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

Trustee Souza Cole had a question about the infrastructure cost analysis in the report. Ms. Huey stated that we are currently reviewing what is needed for students and staff so that YCOE is “technology ready.”

Dr. Micah Studer, Interim Associate Superintendent, Educational Services commented on:

- Enrichment programs and welcomed students back.
- Thanked Ms. Huey and team for their hard work on getting the Head Start Lemen center ready.

Trustee Souza Cole thanked Dr. Studer for including the foster youth needs assessment. She commented that it was important for youth input and the need for education to be present at child and team meetings. Dr. Studer will look more into this issue.

Ms. Huey commented on earlier infrastructure question stating that it is also a part of the enhancement of LCAP goals for technology support.

Committees

Trustee Souza Cole commented:

- She had a conversation with Superintendent Lewis regarding scheduling a facilities committee meeting soon to review projects and check in.
- Would also like to check in on the Climate change resolution in addition with state recycling project what else is YCOE doing to move forward with this project.
- Would like to address Trustee Jimenez vacancy as a representative on the YCSBA.
 - President Taylor would like this added to the Executive Committee

agenda next month to discuss.

- 2.2 Associations
None

6.0 INFORMATION ITEMS

6.1 Head Start/Early Head Start Reports

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

- Discussed the Lemen site.
 - Brand new center.
 - Interior and Exterior beautiful.
 - Playground is wonderful.
 - Created by funding IEEP grant.
 - Thanked Matt Juchniewicz, Director, Support Operations Services and his team for all of their hard work.
 - Site is now ready for children.
- Expansion of DaVinci at Valley Oak.
 - Will now be at Montgomery.
 - Moved furniture to Montgomery and playground built.
 - Done by August 25.
- American Recovery Grant
 - Strong interest in childcare and Infant toddler care.
 - Create something good for families and children in Yolo county.
 - In partnership with First 5, city and county.
- Ms. Nadal is retiring soon.
 - Thanked everyone for their support for her and Head Start program.
 - Superintendent Lewis thanked Ms. Nadal for all of her hard work.

6.2 Instructional Materials Resolution

Dr. Micah Studer, Interim Associate Superintendent, Educational Services presented this item in the Board packet and responded to questions from the Board. He will bring this item back for Action at the next board meeting. Also, there is a plan to adopt new curriculum which will be brought back to the Board in the future. Trustee Souza Cole would like to see an edit to the resolution. There is a list in the resolution of each subject category and publisher. She would like to see on the list the publication date of the textbooks and instructional materials. Dr. Studer stated that it was possible to add that item. Trustee Moreno had a question about Edgenuity and if it is part of the materials. Dr. Studer stated that yes it is part of the materials and will take the opportunity to look into and study what is available to the public online. Trustee Moreno stated that the material has not been culturally relevant in last 2 to 3 years and doesn't

believe this is what our students need. We should support the need for the best quality materials. It is equally important to support teachers with the best and most updated culturally relevant professional materials. Dr. Studer will research what is available and consult with other county offices of education who have access to more culturally relevant material.

Trustee Tico Zendejas left the meeting at 5:10 p.m.

6.3 First Reading of Board Policies – 6000 Series

Dr. Micah Studer, Interim Associate Superintendent, Educational Services presented this item in the Board packet and responded to questions from the Board. Discussed changes to Independent Study board policies which reflect legislative updates. Thanked Gayelynn Gerhart, Principal at Cesar Chavez Community School for her help on this issue.

Trustee Souza Cole read through all the policies and noticed a significant shift from BP/AR. She clarified changes and she had a question on page 150 of the packet in the first paragraph regarding an emergency credential - in regards, to the wording for valid certification document or an emergency credential, can we use teaching credential as a substitute for a district employee who has the correct certification? Dr. Studer stated that the wording is consistent with law but he can go back and review the wording for consistency. He will also substitute County Office of Education for district.

President Taylor asked if Dr. Studer has been tracking trailer bill cleaner language and did that language change again? Would we need to amend these policies and approve all at next meeting? Dr. Studer is not sure what that will look like and if there are possible changes. President Taylor also asked about COVID quarantines and procedures for Independent Study. Items changes included 5 day to 3 day minimum, defaults for next school year and enrolling in Edgenuity course. Also, Dan Jacobs students are not independent study and follow the guidelines for institutionalized youth.

6.4 2020-21 Fourth Quarterly Report on Williams Uniform Complaints for YCOE Schools

Deb Bruns, Director, Teaching and Learning presented this item in the Board packet and responded to questions from the Board. No complaints.

6.5 Williams Quarterly Report on Yolo County Schools in Decile 1-3 Covering the Months of April, May and June.

Deb Bruns, Director, Teaching and Learning presented this item in the Board packet and responded to questions from the Board. YCOE will be scheduling in-person monitoring soon.

6.6 Public Disclosure of Costs Associated with the 2020-21 Collective

Bargaining Agreement between the Yolo County Office of Education (YCOE) and American Federation of State, County and Municipal Employees (AFSCME) Union

Deb Hinely presented this item in the Board packet and responded to questions from the Board.

6.7 Components of Ending Fund Balance 2020-21 Estimated Actuals and 2021-22 Budget.

Debra Hinely, Director, Internal Business Services presented this item in the Board packet and responded to questions from the Board. A question from Trustee Souza Cole on carryover was discussed. If there are any other questions on this item, please email Superintendent Lewis.

6.8 Monthly Board Financial Report

Debra Hinely, Director, Internal Business Services presented this item in the Board packet and responded to questions from the Board.

6.9 YCOE Organizational Charts

Superintendent Lewis presented this item in the Board packet and responded to questions from the Board. Trustee Souza Cole has one edit: Trustee area 5 should be Esparto, Knights Landing, North Woodland and North/South Esparto.

7.0 Suggested future agenda items.

- Report on Native American workgroup – Vice President Moreno thanked Deb Bruns, Director, Teaching and Learning for her work on scheduling and organizing these meetings.
 - Superintendent Lewis thanked Vice President Moreno for keeping this subject on the radar.
 - Add curriculum adoption process and calendar.

8.0 ADJOURNMENT. The meeting adjourned at 5:37 p.m.

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

ROLL CALL VOTE:

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

Garth Lewis, Superintendent

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

July 2021

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Carla Hutchison	School Nurse Credential

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Joshua Thornton	30-Day Substitute Permit

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Shanan Spears	Administrative Services Credential
Laura Valencia	Administrative Services Credential
Pamela Goettsch	Administrative Services Credential

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate
Maria Ceja Lopez	30-Day Substitute Permit

Total TCC's for the Month of July 2021: 6

YOLO COUNTY OFFICE OF EDUCATION
TEMPORARY COUNTY CERTIFICATES
FOR DISTRICTS

August 2021

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
David Plaut	Single Subject Credential
Douglas Shank	CLAD
Sean Maroney	School Nurse Services Credential
Nicholas Papaglannopoulos	Administrative Services Credential
Olivia Haass	Limited Assignment Authorization
Andrea Paz Perdomo	Limited Assignment Authorization
Aaron Furtek	Limited Assignment Authorization
Jacob Fernandez	Short Term Staff Permit

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Tessa Hernandez	Single Subject Credential

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Mabel Yuan	30-Day Substitute Permit

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Natalia Cortes	Short Term Staff Permit
Jay Fleming	Career Substitute
Miriela Santos Toledo	Limited Assignment Authorization
Julia Langston	School Nurse Services Credential
Rosalin Trejo	District Intern
Antonio Escobedo	District Intern
Marlene Hernandez	District Intern
Abbey Hoffner	Single Subject Credential
Renee Villareal	District Intern
Maria Valadez	Variable Term Waiver
Martina Bautista	Short Term Staff Permit
Stephanie Parker	30-Day Substitute Permit

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate
Tomas Montoya	Emergency CLAD
Elizabeth Ugalde	Child Development Associate Teacher Permit
Maria Ceja Lopez	Provisional Intern Permit
Ian Demment	District Intern
Christopher Fowler	District Intern

Total TCC's for the Month of August 2021: 27

8. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENT 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.

9. ACTION ITEMS

9. 1. Instructional Materials Resolution

Description

In compliance with the requirements of the Williams' Settlement the board of education must:

1. Hold a public hearing and, through a resolution regarding sufficiency or insufficiency of instructional materials, to verify that each pupil in grades 9-12 has sufficient instructional materials, consistent with the content and cycles of the curriculum framework adopted by the State Board, (Education Code § 60119).
2. When purchasing instructional materials, the materials or textbooks must be adopted by the local governing board (Education Code § 60400)
3. Purchase textbooks from publishers who comply with (Education Code §§ 60600-60062).
4. Include only instructional materials (Education Code §§ 60040-60047) which accurately portray the following:
 - The cultural and racial diversity of society, including the contributions of both men and women in all type of roles;
 - The necessity for the protection of our environment;
 - The effects on the human system of the use of tobacco, alcohol, narcotics and restricted dangerous drugs;
 - That materials encourage thrift, fire prevention, and the humane treatment of animals and people;
 - That textbooks for social science, history or civics contain the Declaration of Independence and the Constitution of the United States; and
 - That materials selected do not contain any material reflecting adversely upon persons because of their race, color, creed, national origin, ancestry, sex, handicap or occupation, (Education Code 60400).

Students in our Cesar Chavez Community School and Dan Jacobs School, programs have access to instructional materials in the areas of Language Arts, Math, History/Social Sciences and Science. Staff has confirmed that we have enough instructional materials for pupils currently enrolled in our programs.

Textbooks for Cesar Chavez Community School and Dan Jacobs School Correlated to the California State Content Standards:

1. U.S. History: McDougal Littell, The Americans/ Teachers' Curriculum Institute, History Alive
2. World History: McDougal Littell, Modern World History/ Glencoe McGraw Hill, World History/Modern Times
3. Economics: AGS, Economics
4. Government: AGS, United States Government/ Prentice Hall, Magruder's American Government

5. English Language Arts: Pearson – Prentice Hall, Timeless Voices, Timeless Themes
6. Science: Pearson, Earth Science, California Edition
7. Biology: Glencoe McGraw Hill, Glencoe Biology
8. Pre-Algebra: McDougal Littell- Houghton Mifflin Co., Pre-Algebra
9. Algebra I: McDougal Littell-Houghton Mifflin Co., Algebra I
10. Geometry: McDougal Littell – Houghton Mifflin Co., Geometry
11. Edge ELD: National Geographic School Publishing/Hampton-Brown

For courses not listed above, we no longer issue these textbooks as students taking these courses complete the course via the online Edgenuity curriculum. We have sufficient resources for students to access these course materials via chromebooks.

Recommendation

Staff recommends that the Board adopt Resolution #21-22/05: Regarding Sufficiency or Insufficiency of Instructional Materials, 2021-22.

Supporting Documents

 Insufficiency or Insufficiency of Instructional Materials Resolution 2021

Contact Person

Dr. Micah Studer, Assistant Superintendent, Equity and Support Services.



Resolution #21-22/05: Regarding Sufficiency or Insufficiency of Instructional Materials, 2021-2022

WHEREAS, the governing board of the Yolo County Office of Education, in order to comply with the requirements of *Education Code* Section 60119, held a public hearing on September 14, 2021, at 3:30 PM, which is on or before the eighth week of school and which did not take place during or immediately following school hours, and;

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders in the development of the Local Control and Accountability Plan and in the public hearing, and;

Whereas, the information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Yolo County Office of Education, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects for Cesar Chavez Community School and Dan Jacobs School.

- **Mathematics** – *McDougal Littell-Houghton Mifflin Co., Pre-Algebra (2005); McDougal Littell-Houghton Mifflin Co, Algebra 1 (2008); McDougal Littell-Houghton Mifflin Co, Geometry (2007); McDougal Littell-Houghton Mifflin Co., Algebra 2 (2008)*
- **History-social science** - *Teachers' Curriculum Institute, History Alive (2008); Glencoe McGraw Hill, World History Modern Times (2003); Prentice-Hall, Magruder's American Government (2005), McDougall Littell; The Americans (2003), McDougal Littell; Modern World History (2003). AGS; Economics (2005), AGS; United States Government (2005)*
- **English/language arts, including the English language development component of an adopted program** - *Pearson-Prentice Hall, Timeless Voices, Timeless Themes (2002), National Geographic School Publishing/Hampton Brown; Edge Level C (2006).*
- **Science** – *Pearson; Earth Science California Edition (2006) Glencoe McGraw Hill, Glencoe Biology (2007); Glencoe McGraw Hill, Glencoe Chemistry (2007)*

- **Edgenuity** – *Edgenuity supplies comprehensive, standards-aligned electronic high school courses that are available to all students via the Internet.*

Therefore, it is resolved that for the 2021-2022 school year, the Yolo County Office of Education has provided each enrolled pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Adopted this 14th day of September, 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Matt Taylor, President
Yolo County Board of Education

Date: September 14, 2021

ATTESTED TO:

Garth Lewis, Superintendent
Yolo County Office of Education

9. 2. Appoint a Trustee to the Yolo County School Boards Association (YCSBA) Executive Board

Description

Former Trustee Jerry Jimenez resigned his board position on July 29, 2021. He was the representative from the Yolo County Board of Education (YCBOE) on the Yolo County School Boards Association (YCSBA) Executive Board which is now vacant. The Board will discuss whether to appoint a representative to this position to fulfill the term until December 2021.

Recommendation

Staff recommends that the Board make an appointment to fulfill the term on the YCSBA Executive Board until December 2021.

Contact Person

President Matt Taylor.

9. 3. Second Reading of Board Policies - 6000 Series 

Quick Summary / Abstract

BP 6158 Independent Study

Description

Micah Studer, Assistant Superintendent, Equity and Support Services is undergoing a review of the 6000 series (Instruction) policies. At this time one (1) policy is being presented for adoption.

Recommendation

Staff recommends that the Board adopt this policy:

BP 6158 Independent Study

Supporting Documents



BP 6158

Contact Person

Micah Studer, Interim Associate Superintendent, Educational Services will present this item.

INDEPENDENT STUDY The Yolo County Board of Education authorizes independent study as an optional alternative instructional strategy for eligible students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

(cf. 5147 - Dropout Prevention)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6200 - Adult Education)

The Yolo County Office of Education Superintendent of Schools or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, a home-based format, and an online course.

(cf. 0420.4 - Charter School Authorization)

(cf. 6181 - Alternative Schools/Programs of Choice)

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747, 51749.5; 5 CCR 11700)

Independent study for each student shall be under the general supervision of a Yolo County Office of Education employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be five consecutive school days.

General Independent Study Requirements

For the 2021-22 school year, the Yolo County Office of Education shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the Yolo County Office of Education has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may continue to offer and approve independent study for an individual student upon determining that the student is prepared to meet the Yolo County Office of Education's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments.

Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the Yolo County Office of Education for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria. (Education Code 51747)

The Superintendent or designee shall ensure that students participating in independent study

for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The Yolo County Office of Education shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the Yolo County Office of Education's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Upon the request of the parent/guardian of a student, before making a decision about enrolling or disenrolling in independent study and entering into a written agreement to do so, the Yolo County Office of Education shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

For the 2021–22 school year only, the Yolo County Office of Education shall obtain a signed written agreement for independent study no later than 30 days after the first day of instruction.

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and

its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study

5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion

7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

However, for the 2021-22 school year, the Yolo County Office of Education shall obtain a signed written agreement for independent study from the student, or the student's parent/ guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The Yolo County Office of Education's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the Yolo County Office of Education or by another charter school, or Yolo County Office of Education has a

memorandum of understanding to provide the instruction.

3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the Yolo County Office of Education for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities for students in grades transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based

Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

6. Examinations shall be administered by a proctor.
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the Yolo County Office of Education. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.
8. A student shall not be required to enroll in courses included in the course-based independent study program.
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.
11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.
14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.
16. The Yolo County Office of Education shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

Learning Agreement for Course-Based Independent Study

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the Yolo County Office of Education's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #2 above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.
8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.

10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, the student's parent/guardian or caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

However, for the 2021–22 school year only, the Yolo County Office of Education shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Student-Parent-Educator Conferences

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records for Audit Purposes

The Superintendent or designee shall ensure that records are maintained for audit purposes. These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to

independent study

2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a Yolo County Office of Education employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The Yolo County Office of Education shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a school day shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

Home-Based Independent Study

The Yolo County Office of Education Superintendent or designee shall encourage parents/guardians desiring to teach their children at home to have their children participate in independent study. Such participation allows continued contact and cooperation between the school system and the home-based student and ensures that the student will be offered a standards-based education substantially equivalent in quality and quantity to the Yolo County Office of Education Office's classroom instruction.

Program Evaluation

The Yolo County Office of Education Superintendent or designee shall annually report to the Yolo County Board of Education the number of Yolo County students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

(cf. 0500 - Accountability)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)

Legal Reference:

EDUCATION CODE

17289 Exemption for facilities
41976.2 Independent study programs; adult education funding
42238 Revenue limits
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
52522 Adult education alternative instructional delivery

52523 Adult education as supplement to high school curriculum; criteria
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice

FAMILY CODE

6550 Authorization affidavits
CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

19819 State audit compliance

UNITED STATES CODE, TITLE 20

6301 Highly qualified teachers

COURT DECISIONS

Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

EDUCATION AUDIT APPEALS PANEL DECISIONS

Lucerne Valley Unified School Yolo County Office of Education, Case No. 03-02 (2005)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Elements of Exemplary Independent Study

WEB SITES

California Consortium for Independent Study: <http://www.ccis.org>

California Department of Education, Independent Study: <http://www.cde.ca.gov/sp/eo/is>

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Policy Adopted: September 14, 2021

YOLO COUNTY OFFICE OF EDUCATION OFFICE OF EDUCATION

Woodland, CA

10. INFORMATION ITEMS

10. 1. 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



Attendance Report June 2021



Director's Report September



Financial Report-Claudia



7-23-21 Regular PC Agenda



7-29-21 Special Meeting Minutes

Contact Person

Gail Nadal, Director, Early Childhood Education will present this item.

Debra Hinely, Director, Internal Business Services will present the financial reports.



Head Start / Early Head Start



Director, Yolo County Board of Education & Policy Council Monthly Report

EARLY HEAD START

Date: Monday, July 12, 2021				Report Outcomes for the month of June 2021			
#	Program	Site	Ages	Waiting Lists C = Complete () = Over income	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	EHS/State	Lemen	6 wk. – 30 mos.	C3(2)	NA	4	3
					NA	4	3
					NA	4	3
3	EHS/State EHS/State	Alyce Norman	6 wk. – 36 mos.	C0(3)	NA	3	3
					NA	4	3
					NA	4	3
					NA	4	3
					NA	4	3
					NA	4	2
					NA	4	2
4	EHS/State	Valley Oak	24-36 mos.	C0(0)	NA	12	9
					NA		
					NA		
	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C1(0)	N/A	37	36
SUB TOTAL				C4(5)	NA	88	73

HEAD START

	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Alyce Norman	3 – 5	C25(1)	NA	16	16
2					NA	16	12
3					NA	20	17
4					NA	16	10
5	State ONLY	Alyce Norman	3 – 5		NA	16	16
1	HS/State	Alyce Norman	3 – 5		NA	20	13
1							
2					NA	20	19
1	HS/State	Esparto	3 - 5	C1(0)	NA	16	10
2							
1	HS/State	Greengate	3 – 5	C1(6)	NA	16	14
2					NA	20	14
1	HS/State	Plainfield	3 – 5	C2(1)	NA	20	12



Head Start / Early Head Start

Director, Yolo County Board of Education & Policy Council Monthly Report

1	HS/State	Prairie	3 – 5	C1(1)	NA	16	15
1	HS/State	Woodland Central	3 – 5	C0(1)	NA	16	8
1	HS/State	Valley Oak	3 - 5	C0(2)	NA	19	19
1	HS/State	Wolfskill	3-5	C0(1)	NA	16	5
SUB TOTAL				C30(13)	NA	263	200
TOTAL				C34(18)	NA	351	273

September 2021

Back to School

We now have all our programs open with our toddler and preschool program at Montgomery Elementary School getting fully licensed to open on August 26th. Head Start and SOS staff worked diligently to get the classrooms and outside environment ready to pass our licensing inspection so we could receive children into the center.

Head Start Enrollment

As of September 3, 2021, we have 64 children enrolled in our Early Head Start program, 138 children enrolled in our Head Start program and 13 children enrolled in our State Preschool program. We are at 61% of enrollment overall. Enrollment staff is working diligently to outreach and recruit families.

Quality Grants

We held our orientations for QCC Workforce Pathways at the end of August. This grant funded work is intended to increase the qualifications and effectiveness of the ELC workforce by providing pathways to support providers with higher education goals to obtain an AA or BA, with guidance to move up on the Child Development Matrix, as well as support our childcare providers with professional development regarding child development and safety. In addition, unlicensed providers will be given support to become licensed with the goal to increase licensed childcare spaces for children in Yolo County. We had over 100 participants in our orientation meeting!

Executive Summary
2020/2021 Fiscal Year
June 2021

HEAD START-QUALITY IMPROVEMENT/PROGRAMA HEAD START			
Resource 5210/Recurso 5210			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	3,047,378.00
Expenditures/Gastos:			
Salaries/Salarios	\$	120,728.85	\$ 1,419,157.23
Benefits/Beneficios	\$	51,031.17	\$ 525,124.71
Supplies/Provisiones	\$	72,808.87	\$ 117,688.82
<i>Parent Activities/Actividades de los padres</i>	\$	<i>1,652.44</i>	<i>\$ 5,095.29</i>
Site Supplies/Articulos de oficina para el centro	\$	71,156.43	\$ 112,593.53
Contracted Services/Servicios Contratados	\$	27,419.50	\$ 51,122.08
Operations/Gastos de Operacion	\$	26,970.79	\$ 230,534.03
Building/Land Improvements	\$	7,759.60	\$ 102,480.80
Indirect Costs/Castos Indirectos	\$	44,666.96	\$ 243,522.61
Cafeteria Fund/transferencia al fondo del café	\$	-	\$ 6,136.35
Total Expenditures/Total de Gastos	\$	351,644.34	\$ 2,695,766.63

EARLY HEAD START QUALITY IMPROVEMENT/PROGRAMA EARLY HEAD START			
Resource 5212/Recurso 5212			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	1,169,751.00
Expenditures/Gastos:			
Salaries/Salarios	\$	50,049.60	\$ 612,315.75
Benefits/Beneficios	\$	18,136.13	\$ 227,205.57
Supplies/Provisiones	\$	18,016.29	\$ 28,820.34
<i>Parent Activities/Actividades de los padres</i>	\$	<i>384.09</i>	<i>\$ 454.70</i>
Site Supplies/Articulos de oficina para el centro	\$	17,632.20	\$ 28,365.64
Contracted Services/Servicios Contratados	\$	1,894.72	\$ 13,443.15
Operations/Gastos de Operacion	\$	8,806.36	\$ 71,523.54
Building/Land Improvements			
Indirect Costs/Castos Indirectos	\$	16,684.55	\$ 99,906.98
Cafeteria Fund/transferencia al fondo del café	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	113,570.15	\$ 1,053,215.33

HEAD START/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	January 2021	Current/	Year to Date
Revenues/Ingresos:			\$ 34,554.00
Expenditures/Gastos:			
Salaries/Salarios		\$ -	\$ -
Benefits/Beneficios		\$ -	\$ -
Supplies/Provisiones		\$ 1,085.10	\$ 1,153.08
<i>Parent Activities/Actividades de los padres</i>		<i>\$ 1,085.10</i>	<i>\$ 1,085.10</i>
Site Supplies/Articulos de oficina para el centro		\$ -	\$ 67.98
Contracted Services/Servicios Contratados		\$ 848.52	\$ 9,788.40
Operations/Gastos de Operacion		\$ -	\$ 21,028.34
Indirect Costs/Castos Indirectos		\$ -	\$ -
Total Expenditures/Total de Gastos		\$ 1,933.62	\$ 31,969.82

EARLY HEAD START/PROGRAMA EARLY HEAD START T & TA			
Resource 5218/Recurso 5218			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	25,983.00
Expenditures/Gastos:			
Salaries/Salarios	\$	-	\$ -
Benefits/Beneficios	\$	-	\$ -
Supplies/Provisiones	\$	3,360.03	\$ 3,403.49
<i>Parent Activities/Actividades de los padres</i>	\$	<i>465.03</i>	<i>\$ 465.03</i>
Site Supplies/Articulos de oficina para el centro	\$	2,895.00	\$ 2,938.46
Contracted Services/Servicios Contratados	\$	1,321.43	\$ 6,256.55
Operations/Gastos de Operacion	\$	-	\$ 15,222.31
Indirect Costs/Castos Indirectos	\$	-	\$ -
Total Expenditures/Total de Gastos	\$	4,681.46	\$ 24,882.35

Credit Cards	Monthly Expense
Visa	\$ 9,859.41
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ -
Interstate Oil	\$ 289.83
Total Credit Cards	\$ 10,149.24

Calculation of In-Kind Contributions		
	Dollars Expended	In-Kind Required
	Year-To-Date	
Head Start:	\$ 2,695,766.63	\$ 673,941.66
HS T & TA	\$ 31,969.82	\$ 7,992.46
Early HS	\$ 1,053,215.33	\$ 263,303.83
EHS T & TA	\$ 24,882.35	\$ 6,220.59
Total	\$ 3,805,834.13	\$ 951,458.53
	Amount Required: \$	951,458.53
	Actual In-Kind: \$	952,854.12
	*Surplus/(Deficit): \$	1,395.59

If deficit: will be returned to Federal Government from unrestricted dollars

Administrative Percent Calculation	
Maximum Percent Allowed	15%
Calculated Percent for the Month	10%
Annual Percentage	12%

**Executive Summary
2020/2021 Fiscal Year
June 2021**

Program	Working Budget	Current Expenditures	Year-To-Date Expenditures	Encumbered	Balance	% of Budget Spent	% of Budget Encumbered	Unspent or Not Obligated
Head Start/Quality Improvement	\$ 3,047,378	\$ 351,644	\$ 2,695,767	\$ -	\$ 351,611	88.46%	0.00%	11.54%
Early Head Start/Quality Improvement	\$ 1,169,751	\$ 113,570	\$ 1,053,215	\$ -	\$ 116,536	90.04%	0.00%	9.96%
Head Start COVID	\$ 217,065	\$ 15,024	\$ 209,993	\$ -	\$ 7,072	96.74%	0.00%	3.26%
Early Head Start COVID	\$ 77,335	\$ 3,863	\$ 63,229	\$ -	\$ 14,106	81.76%	0.00%	18.24%
Head Start T&TA	\$ 34,554	\$ 1,934	\$ 31,970	\$ -	\$ 2,584	92.52%	0.00%	7.48%
Early Head Start T&TA	\$ 25,983	\$ 4,681	\$ 24,882	\$ -	\$ 1,101	95.76%	0.00%	4.24%
Total Grant	\$ 4,572,066	\$ 490,716	\$ 4,079,056	\$ -	\$ 471,832	89.22%	0.00%	10.32%

Credit Cards	Monthly Expense
Visa	\$ 9,859.41
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ -
Interstate Oil	\$ 289.83
Total Credit Card Expense	\$ 10,149.24

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	10%
Annual Percentage	12%

Calculation of In-Kind Contributions		
	Dollars Expended	
	Year-To-Date	In-Kind Required
Head Start:	\$ 2,695,766.63	\$ 673,941.66
Head Start T & TA:	\$ 31,969.82	\$ 7,992.46
Early Head Start:	\$ 1,053,215.33	\$ 263,303.83
Early Head Start T & TA:	\$ 24,882.35	\$ 6,220.59
Total	\$ 3,805,834.13	\$ 951,458.53
	Amount Required:	\$ 951,458.53
	Actual In-Kind:	\$ 952,854.12
	*Surplus/(Deficit):	\$ 1,395.59

If deficit: will be returned to Federal Government from unrestricted dollars

**Executive Summary
2020/2021 Fiscal Year
June 2021**

Resource 5212 - EHS

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received					
				Actual Current	Year-to-date	Encumbered	Balance	%	
Revenues									
All Other Federal	1,115,238		1,115,238	173,747	1,041,117	0	74,121	6.65%	
Prior Year	0	0	0	0	0	0	0	#DIV/0!	
COLA	22,305		22,305		0		22,305		
Total Revenues	1,137,543	0	1,137,543	173,747	1,041,117	0	96,426	8.48%	
							0		
Expenditures									
Salaries	623,595	(11,169)	612,426	50,050	612,316	0	110	0.02%	
Benefits	240,912	(5,066)	235,846	18,136	227,206	0	8,640	3.66%	
Supplies	25,759	16,062	41,821	18,016	28,820	0	13,001	31.09%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,952	0	570	384	455	0	115	20.23%	
<i>Site Supplies</i>	23,807	17,444	41,251	17,632	28,366	0	12,885	31.24%	
Travel & Conference	14,991	(11,167)	3,824	1,043	3,265	0	559	14.62%	
Dues & Memberships	753	23	776	0	775	0	1	0.13%	
Insurance	3,172	(121)	3,051	0	3,051	0	1	0.02%	
Operations and Housekeeping	50	(50)	0	0	0	0	0	#DIV/0!	
Rentals, Leases, Repairs & Noncapitalized									
Improvements	1,802	(924)	878	480	862	0	16	1.81%	
Direct Costs for Transfer of Services	76,296	3,317	79,613	7,124	62,612	0	17,001	21.35%	
Professional/Contracted Services & Operating									
Expenditures	25,966	22,988	48,954	1,895	13,443	0	35,511	72.54%	
Intergovernmental Fees	1,076	(117)	959	160	959	0	0	0.02%	
Indirect Costs	109,395	0	109,395	16,685	99,907	0	9,488	8.67%	
Equipment	0	0	0	0	0	0	0		
		0	0						
Total Expenditures	1,123,767	13,776	1,137,543	113,588	1,053,215	0	84,328	7.41%	

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**Executive Summary
2020/2021 Fiscal Year
June 2021**

**PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2020/2021**

Recurso 5212		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Gastado/Recibido Sobrecargado	Balance	%
	CATEGORÍA								%
Ingresos:									
	Todos los otros Federales	1,115,238	0	1,115,238	173,747	1,041,117	0	74,121	6.65%
		0		0				0	#DIV/0!
		22,305		22,305		0		22,305	
	Total de Ingresos	1,137,543	0	1,137,543	173,747	1,041,117	0	96,426	8.48%
Gastos:									
	Salarios	623,595	(11,169)	612,426	50,050	612,316	0	110	0.02%
	Beneficios	240,912	(5,066)	235,846	18,136	227,206	0	8,640	3.66%
	Provisiones	25,759	16,062	41,821	18,016	28,820	0	13,001	31.09%
	<i>Articulos para las actividades de los padres y comida para las juntas</i>	1,952	(1,382)	570	384	455	0	115	20.23%
	<i>Artículos de oficina para el centro</i>	23,807	17,444	41,251	17,632	28,366	0	13,116	31.80%
	Viaje y Conferencia	14,991	(11,167)	3,824	1,043	3,265	0	559	14.62%
	Cuotas y Membresías	753	23	776	0	775	0	1	0.13%
	Seguro	3,172	(121)	3,051	0	3,051	0	1	0.02%
	Operations and Housekeeping	50		0	0	0	0	0	#DIV/0!
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	1,802	(924)	878	480	862	0	16	1.81%
	Costos Directos para Transferencias de Servicios	76,296	3,317	79,613	7,124	62,612	0	17,001	21.35%
	Servicios Profesionales/Contratados y Gastos de	25,966	22,988	48,954	1,895	13,443	0	35,511	72.54%
	Cuotas Intergubernamentales	1,076	(117)	959	160	959	0	0	0.02%
	Gastos Indirectos	109,395	0	109,395	16,685	99,907	0	9,488	8.67%
	Equipment		0	0	0	0	0	0	#DIV/0!
			0	0					
	Total de Gastos	1,123,767	13,826	1,137,543	113,588	1,053,215	0	84,328	7.41%

**Executive Summary
2020/2021 Fiscal Year
June 2021
HEAD START
T & TA**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			% %
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	34,554	0	34,554	583	30,585	0	3,969	11.49%
COLA	0		0				0	
Total Revenues	34,554	0	34,554	583	30,585	0	3,969	11.49%
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	1,322	438	1,760	1,085	1,153	0	607	34.48%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,125	550	1,675	1,085	1,085	0	590	35.22%
<i>Site Supplies</i>	197	(112)	85	0	68	0	17	20.02%
Travel & Conference	27,632	(6,603)	21,029	0	21,028	0	1	0.00%
Contracted Services	5,600	6,165	11,765	849	9,788	0	1,977	16.80%
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	34,554	0	34,554	1,934	31,970	0	2,584	7.48%

Executive Summary
2020/2021 Fiscal Year
June 2021
PROGRAMA HEAD START
T y TA

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		34,554	0	34,554	0	30,585	0	3,969	11.49%
COLA		0		0				0	
Total de Ingresos		34,554	0	34,554	0	30,585	0	3,969	11.49%
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		1,322	438	1,760	1,085	1,153	0	607	34.48%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		1,125	550	1,675	1,085	1,085	0	590	35.22%
<i>Artículos de oficina para el centro</i>		197	(112)	85	0	68	0	17	20.02%
Viaje y Conferencia		27,632	(6,603)	21,029	0	21,028	0	1	
Servicios Contratados		5,600	6,165	11,765	849	9,788	0	1,977	16.80%
Gastos Indirectos		0	0	0	0	0	0	0	0.00%
Total de Gastos		34,554	0	34,554	1,934	31,970	0	2,584	7.48%

**Executive Summary
2020/2021 Fiscal Year
June 2021
HEAD START
2020/2021 BUDGET**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %
				Current	Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	2,923,212		2,981,676	567,176	2,644,140	0	337,536	11.32%
Indirect	0	0	0	0	0	0	0	0.00%
COLA	58,464		58,464	0	0	0	58,464	0.00%
Total Revenues	2,981,676	0	2,981,676	567,176	2,644,140	0	337,536	11.32%
Expenditures:								
Salaries	1,451,603	(30,725)	1,420,878	120,729	1,419,157	0	1,721	0.12%
Benefits	736,826	(190,600)	546,226	51,031	525,125	0	21,101	3.86%
Supplies	54,908	112,217	167,125	72,809	117,689	0	49,436	29.58%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	3,279	2,252	5,531	1,652	5,095	0	436	7.88%
<i>Site Supplies</i>	51,629	109,965	161,594	71,156	112,594	0	49,000	30.32%
Travel & Conference	34,970	(19,708)	15,262	1,938	11,219	0	4,043	26.49%
Dues & Memberships	2,258	105	2,363	0	2,363	0	1	0.02%
Insurance	13,568	(4,416)	9,152	0	9,152	0	1	0.01%
Operations & Housekeeping	580	(472)	108	14	34	0	74	68.77%
Rentals, Leases, Repairs & Noncapitalized								
Improvements	8,370	(3,249)	5,121	1,252	5,492	0	(371)	-7.24%
Direct Costs for Transfer of Services	247,229	7,316	254,545	23,767	201,384	0	53,161	20.88%
Professional/Contracted Services & Operating								
Expenditures	139,776	34,272	174,048	27,420	51,122	0	122,926	70.63%
Intergovernmental Fees	4,847	(3,906)	941	276	892	0	49	5.20%
Equipment	0	103,362	103,362	7,760	102,481	0	881	0.85%
Indirect Costs	286,741	(10,333)	276,408	44,667	243,523	0	32,885	11.90%
Improvements	0	6,137	6,137	0	6,136	0	1	0.01%
Total Expenditures	2,981,676	0	2,981,676	351,662	2,695,767	0	285,909	9.59%

Executive Summary
2020/2021 Fiscal Year
June 2021
PROGRAMA HEAD START
PRESUPUESTO 2020/2021

Recurso 5210		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Gastado/Recibido Sobrecargado	Balance	% %
	CATEGORÍA								
Ingresos:									
	Todos los otros Federales	2,923,212	(58,464)	2,981,676	0	2,644,140		337,536	11.32%
		0	0	0	0	0	0	0	
	COLA	58,464	0	58,464	0	0		58,464	
	Total Revenues/Total de Ingresos	2,981,676	(58,464)	2,923,212	0	2,644,140	0	279,072	
Gastos:									
	Salarios	1,451,603	(30,725)	1,420,878	120,729	1,419,157	0	1,721	0.12%
	Beneficios	736,826	(190,600)	546,226	51,031	525,125	0	21,101	3.86%
	Provisiones	54,908	112,217	167,125	72,809	117,689	0	49,436	29.58%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	3,279	2,252	5,531	1,652	5,095	0	436	0.00%
	<i>Artículos de oficina para el centro</i>	51,629	109,965	161,594	71,156	112,594	0	49,000	30.32%
	Viaje y Conferencia	34,970	(19,708)	15,262	1,938	11,219	0	4,043	26.49%
	Cuotas y Membresías	2,258	105	2,363	0	2,363	0	1	0.02%
	Seguro	13,568	(4,416)	9,152	0	9,152	0	1	0.01%
		580	(472)	108	14	34	0	74	68.77%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	8,370	(3,249)	5,121	0	1,252	0	(371)	-7.24%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	247,229	7,316	254,545	23,767	201,384	0	53,161	20.88%
	Cuotas Intergubernamentales	139,776	34,272	174,048	27,420	51,122	0	122,926	70.63%
	Mejoras a los Terrenos	4,847	(3,906)	941	276	892	0	49	5.20%
	Gastos Indirectos	0	103,362	103,362	7,760	102,481	0	881	0.85%
	transferencia al fondo del café	286,741	(10,333)	276,408	44,667	243,523	0	32,885	11.90%
		0	6,137	6,137	0	6,136	0	1	0.01%
		0	0	0					
	Total de Gastos	2,981,676	(58,464)	2,981,676	351,662	2,695,767	0	285,909	9.59%

Executive Summary
2020/2021 Fiscal Year
June 2021
EARLY HEAD START
T & TA

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	25,983	0	25,983	825	21,004	0	4,979	19.16%	
Total Revenues	25,983	0	25,983	825	21,004	0	4,979	19.16%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	917	2,712	3,629	3,360	3,403	0	226	6.21%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	720	(2)	718	465	465	0	253	35.23%	
<i>Site Supplies</i>	197	2,714	2,911	2,895	2,938	0	(27)	-0.94%	
Travel & Conference	20,351	(5,121)	15,230	0	15,222	0	8	0.05%	
Contracted Services	4,715	2,409	7,124	1,321	6,257	0	867	12.18%	
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!	
Total Expenditures	25,983	0	25,983	4,681	24,882	0	1,101	4.24%	

Executive Summary
2020/2021 Fiscal Year
June 2021
PROGRAMA EARLY HEAD START
T & TA

Recurso 5218

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	Sobrecargado		
Ingresos:								
Todos los otros Federales	25,983	0	25,983	825	21,004	0	4,979	19.16%
Total de Ingresos	25,983	0	25,983	825	21,004	0	4,979	
Gastos:								
Salarios	0	0	0	0	0	0	0	0.00%
Beneficios	0	0	0	0	0	0	0	0.00%
Provisiones	917	2,712	3,629	3,360	3,403	0	226	6.21%
<i>Artículos para las actividades de los padres y comida para las juntas</i>	720	(2)	718	465	465	0	253	35.23%
<i>Artículos de oficina para el centro</i>	197	2,714	2,911	2,895	2,938	0	(27)	-0.94%
Viaje y Conferencia	20,351	(5,121)	15,230	0	15,222	0	8	0.05%
Servicios Contratados	4,715	2,409	7,124	1,321	6,257	0	867	12.18%
Gastos Indirectos	0	0	0	0	0	0	0	#DIV/0!
Total de Gastos	25,983	0	25,983	4,681	24,882	0	1,101	4.24%

**Executive Summary
2020/2021 Fiscal Year
June 2021
HEAD START QUALITY IMPROVEMENT**

Resource 5219

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
Revenues									
All Other Federal	65,702	0	65,702	(180)	0	0	65,702	100.00%	
Total Revenues	65,702	0	65,702	(180)	0	0	65,702	100.00%	
Expenditures									
Salaries	32,372	(31,952)	420	0	0	0	420	0.00%	
Benefits	13,393	(12,818)	575	0	0	0	575	0.00%	
Supplies	0	0	0	0	0	0	0	#DIV/0!	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!	
<i>Site Supplies</i>	0	0	0	0	0	0	0	#DIV/0!	
Travel & Conference	0	0	0	0	0	0	0	#DIV/0!	
Contracted Services	13,619	44,770	58,389	0	0	0	58,389	100.00%	
Indirect Costs	6,318	0	6,318	(18)	0	0	6,318	100.00%	
			0						
Total Expenditures	65,702	0	65,702	(18)	0	0	65,702	100.00%	

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**Executive Summary
2020/2021 Fiscal Year
June 2021
HEAD START COVID**

Resource 5220

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %
				Current	Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	217,065	0	217,065	66,285	206,928	0	10,137	4.67%
Total Revenues	217,065	0	217,065	66,285	206,928	0	10,137	4.67%
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	96,190	36,119	132,309	8,449	126,929	0	5,380	4.07%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	4,463	4,463	0	4,463	0	0	0.01%
<i>Site Supplies</i>	96,190	31,656	127,846	8,449	122,467	0	5,379	4.21%
Rentals , Repairs, Leases	55,000	(48,702)	6,298	1,364	6,191	0	107	1.70%
Contracted Services	45,000	(45,000)	0	0	0	0	0	#DIV/0!
Indirect Costs	20,875	(6,255)	14,620	1,400	13,838	0	782	5.35%
Improvements		11,309	11,309	0	11,309	0	1	0.00%
Equipment		53,724	52,529	3,811	51,726	0	803	1.53%
Total Expenditures	217,065	1,195	217,065	15,024	209,993	0	7,072	3.26%

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**Executive Summary
2020/2021 Fiscal Year
June 2021
EARLY HEAD START QUALITY IMPROVEMENT**

Resource 5229

CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Expended/Received			% %
						Encumbered	Balance		
Revenues									
All Other Federal	32,208	0	32,208	(182)	0	0	0	32,208	100.00%
Total Revenues	32,208	0	32,208	(182)	0	0	0	32,208	100.00%
Expenditures									
Salaries	13,874	(13,694)	180	0	0	0	0	180	0.00%
Benefits	5,743	(5,495)	248	0	0	0	0	248	0.00%
Supplies	0	0	0	0	0	0	0	0	#DIV/0!
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	0	0	0	0	0	0	0	0	#DIV/0!
Travel & Conference	0	0	0	0	0	0	0	0	#DIV/0!
Contracted Services	9,494	19,189	28,683	0	0	0	0	28,683	100.00%
Indirect Costs	3,097	0	3,097	(18)	0	0	0	3,097	100.00%
			0						
Total Expenditures	32,208	0	32,208	(18)	0	0	0	32,208	100.00%

a

**Executive Summary
2020/2021 Fiscal Year
June 2021
EARLY HEAD START COVID**

Resource 5230

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
Revenues									
All Other Federal	77,335	0	77,335	1,259	60,625	0	16,710	21.61%	
Total Revenues	77,335	0	77,335	1,259	60,625	0	16,710	21.61%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	47,500	15,265	62,765	4,893	50,268	0	12,497	19.91%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	1,488	1,488	0	1,488	0	0	0.03%	
<i>Site Supplies</i>	47,500	13,777	61,277	4,893	48,780	0	12,497	20.39%	
Rentals, Repairs, Leases	15,000	(13,275)	1,725	115	1,724	0	1	0.04%	
Contracted Services	7,398	(5,398)	2,000	0	2,000	0	0	0.00%	
Indirect Costs	7,437	(362)	7,075	(1,145)	5,468	0	1,607	22.72%	
Improvements		3,770	3,770	0	3,770	0	1	0.01%	
Total Expenditures	77,335	0	77,335	3,863	63,229	0	14,106	18.24%	

a

**Executive Summary
2020/2021 Fiscal Year
June 2021**

**HEAD START/EARLY HEAD START
CREDIT CARD REPORT**

MANAGER	VISA
Gail Nadal	
Travel/Conference	\$ -
Center Supplies	\$ 9,249.02
TOTAL	\$ 9,249.02
Genet Telahun	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Amee Dowkes	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Gustavo Melgoza	
Travel/Conference	\$ -
Center Supplies	\$ 134.21
TOTAL	\$ 134.21
Connie Luna	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Nicole Castrejon	
Travel/Conference	\$ -
Center Supplies	\$ 476.18
TOTAL	\$ 476.18
VISA Grand Total	\$ 9,859.41
Nugget/Food4Less	\$ -
InterState Oil	\$ 289.83
TOTAL MONTHLY EXPENDITURES:	\$ 10,149.24

**Credit card statements available upon request

**Executive Summary
2020/2021 Fiscal Year
June 2021
Programas Head Start/Early Head Start
REPORTE DE TARJETAS DE CRÉDITO
Año FISCAL 2020/2021**

SUPERVISOR	VISA
Gail Nadal	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ 9,249.02
	\$ 9,249.02
Genet Telahun	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ -
Total	\$ -
Amee Dowkes	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ -
Total	\$ -
Gustavo Melgoza	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ 134.21
Total	\$ 134.21
Connie Luna	
Viaje/conferencia	\$ -
Articulos para oficina	\$ -
Total	\$ -
Nicole Castrejon	
Viaje/conferencia	\$ -
Articulos para oficina	\$ 476.18
Total	\$ 476.18
VISA Grand Total	\$ 9,859.41
NUGGET/FOOD 4 LESS	\$ -
INTERSTATE OIL	\$ 289.83

Total de Gastos Mensuales: \$ 10,149.24 ***

***"Estados de ceunta de als tarjetas de credito, estan despinsibles, si son solicitadas."

**Executive Summary
2020/2021 Fiscal Year
June 2021**

Headstart / Early Head Start

Step 1: Calculate % rent is administrative expense

		% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
Administrative Square Footage	Total Square Footage		\$	
-	-	#DIV/0!	-	#DIV/0!

Dual Facility Costs - All Sites July 2020 thru June 2021				
		% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
Administrative Square Footage	Total Square Footage		\$	
360.00	22,125.00	0.013145	\$ 35,385.74	\$ 465.14

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 490,716.36	All Grants
Required 20 percent NFS	\$ 122,679.09	Non Federal Share
Total Approved Costs	\$ 613,395.45	
15% Administrative Cost Limitation	<u>\$ 92,009.32</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 465.14	Per Above Calculation in step 1
School Admin	\$ 24,420.74	Staff charged to Administration
General Admin	\$ 38,917.98	Indirect
Total	<u>\$ 63,803.86</u>	

Grant Expenditures	\$ 417,574.92
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 417,574.92</u>

Currently Charged Admin Costs	\$ 63,803.86
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 63,803.86</u>

Step 4: Calculate actual administrative percentage and verify less or equal to 15%

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 10%

**Executive Summary
2020/2021 Fiscal Year
June 2021**

HEAD START/EARLY HEAD START

Month	Year	Location									Grand Total	
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln/Plainfield	Valley Oak/Winters	MCC		
July	2020	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
August	2020	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
September	2020	\$ 379,273.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 379,273.12
October	2020	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
November	2020	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
December	2020	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
January	2021	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
February	2021	\$ 282,374.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 282,374.68
March	2021	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
April	2021	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
May	2021	\$ 147,350.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,350.32
June	2021	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
		\$ 952,854.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 952,854.12

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of June 31, 2021	In-Kind Required
Head Start:	2,695,766.63	673,941.66
Head Start T & TA:	31,969.82	7,992.46
Early Head Start:	1,053,215.33	263,303.83
Early Head Start T & TA:	24,882.35	6,220.59
Total:	3,805,834.13	951,458.53

Amount Required: 951,458.53
Actual In-Kind: 952,854.12

*Surplus/(Deficit): 1,395.59

Surplus(Deficit): 1,395.59

If deficit: will be returned to Federal Government from unrestricted dollars

**Headstart / Early Head Start
2020/2021 Fiscal Year
Administrative Percentage Calculation
July 1, 2020 - June 30, 2021**

Step 1: Calculate % rent is administrative expense

Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
1,440.00	130,680.00	0.011019	\$ -	\$ -

Dual Facility Costs - All Sites July thru June				
Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
360.00	22,125.00	0.013145	\$ 349,364.61	\$ 4,592.36

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 4,079,055.92	All Grants
Required 20 percent NFS	\$ 1,019,763.98	Non Federal Share
Total Approved Costs	\$ 5,098,819.90	
15% Administrative Cost Limitation	<u>\$ 764,822.99</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 4,592.36	Per Above Calculation in step 1
School Admin	\$ 291,290.25	Staff charged to Administration
General Admin	\$ 320,805.48	Indirect
Total	<u>\$ 616,688.09</u>	

Grant Expenditures	\$ 3,540,899.29
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 3,540,899.29</u>

Currently Charged Admin Costs	\$ 616,688.09
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 616,688.09</u>

Step 4: Calculate actual administrative percentage and verify less or equal to 15%

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 12%

Notice of Public Meeting

**YOLO COUNTY OFFICE OF EDUCATION
HEAD START/EARLY HEAD START/STATE FUNDED PROGRAMS
POLICY COUNCIL MEETING AGENDA
July 23, 2021 from 2:00 p.m. to 3:00 p.m.
1280 Santa Anita Court Suite 140 Woodland, CA 95776**

Consistent with the Shelter in Place orders from the Governor and Yolo County, this meeting is compliant with the Governor’s Executive Order N-29-20, which allows for a deviation of teleconference rules required by the Brown Act. In person, attendance will not be permitted. Please use zoom for public comment.

1.0 Call to Order

2.0 Introductions/Recognition of Visitors

3.0 Consent Agenda:

These items are expected to be routine and non-controversial. They will be acted upon by the Policy Council at one time without discussion unless a Policy Council member 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.

Action

3.1 Approval – July 23, 2021 Agenda

M1: M2:

3.2 Approval – June 25, 2021 Minutes

M1: M2:

Action

4.0 Public Comment:

This will be a virtual meeting - please use Zoom for Public Comment

This item is placed on the agenda for providing visitors the opportunity to address the Policy Council 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 Policy Council concerning an item on the agenda by completing the form provided at the door.

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

**Discussion &
Possible Action**

5.0 Adjourn to Closed Session:

- 5.1 Employment of New Hires**
- 5.2 Employment of Substitutes**
- 5.3 Employment of Various Service Providers**

Possible Action 6.0 Open Session:

6.1 Old Business:

6.2 New Business:

- 6.2.1 Returning to New School Year- Genet**
- 6.2.2 Make Parenting a Pleasure: Revision to Content- Genet**
- 6.2.3 Gail's Announcement- Gail**
- 6.2.4 Child Care Tax Credit- Gail**

**Information
& Discussion**

7.0 Financial Reports- Debra Hinely
7.1 Monthly Financial Report

Information

**8.0 Program Operations: Service Area Reports- Silvia Meza-Lara, Site
Coordinator**

Information

9.0 Confirmation Next Meeting Date

**Regular Meeting- Friday, August 27, 2021 at 2pm*

These Meetings will be a virtual via Zoom

Action

10.0 Motion for Adjournment
M1:

M2:

***The meeting shall be conducted in conformity with the Brown Act.
Items may be taken out of order.***

Notice:

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact Maria Cardenas (530) 668-3756 for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or

services, in order to participate in a public meeting should telephone or otherwise contact Maria Cardenas as soon as possible and preferably at least 24 hours prior to the meeting. (Government Code § 54954.2)

Yolo County Office of Education Head Start/Early Head Start Programs
1280 Santa Anita Court, Suite 140, Woodland, CA 95776
(530) 668-3030 / (530) 668-3840 [fax]



**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES**

July 29, 2021

1280 Santa Anita Court Suite 140 Woodland CA 95776

This meeting was conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed.

Council Members Present:

*Annalisa Vasquez
Elizabeth Uglade
Laura Quezada
Mary Bruning*

YCOE Staff:

*Gail Nadal, ECE Director
Marco Raya, Interpreter
Kathleen Glassman, Information Specialist*

YCOE Administration:

*Margie Valenzuela, Executive Director
Human Resources*

AFSCME Council 57:

None

Community Members Present:

1.0 Call to Order: 1:06 pm

2.0 Introductions/Recognition of Visitors None

3.0 Consent Agenda:

3.1 Approval of July 29, 2021 Agenda

M1: Laura Quezada M2: Elizabeth Uglade

4.0 Public Comment: *None*

5.0 Adjourned to Close Session:



- 5.1 Employment of New Hires –
M1: Laura Quezada M2: Elizabeth Uglade
- 5.2 Employment of Substitutes –
M1: Elizabeth Uglade M2: Laura Quezada
- 5.3 Employment of Various Service Providers – NONE
- 5.4 Non-Reelection of Certificated Probationary Employee- NONE

6.0 Confirm Next Meeting Date:

Regular Meeting will be Friday August 27, 2021, at 2 pm

This meeting will be conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed at the Santa Anita Offices located at 1280 Santa Anita Court Conference Center Woodland CA 95776

10.0 Motion for Adjournment: The meeting adjourned at 1:16 pm

M1: Mary Bruning M2: Elizabeth Uglade

Roll Call: Members participating were: Annalisa Vasquez, Elizabeth Uglade, Laura Quezada, Mary Bruning.

10. 2. Monthly Attendance Reports

Description

Presented for the board's information is the first monthly attendance report for the 2021-2022 school year. As the first attendance period has not yet ended, staff will be presenting enrollment information. Regular reports will resume at the October board meeting. The first attendance reporting period ends on 09/10/2021.

Recommendation

Information only.

Supporting Documents



September 2021 Attendance Report



Monthly Attendance Update September 2021

Contact Person

Gayelynn Gerhart, Principal, Alternative Education Programs, will present this item.

ATTENDANCE REPORTS

Dan Jacobs
Cesar Chavez Community School - Woodland
Yolo County Career Program (YCCP)



Yolo County Office of Education | www.ycoe.org

Program Enrollment*

	Dan Jacobs	Cesar Chavez	YCCP
Enrollment	3	22	8
Program Notes:	Duration: 1. 60+ Days 2. 46 Days 3. 13 Days Average Enrollment: 2 Average Attendance: 1	In-person instruction: 16 Independent Study: 6 6 New Enrollments • 5 Woodland • 1 Washington	In-person instruction: 8 Independent Study: 0 4 New Enrollments • 4 Woodland

*Attendance Month 1 Ends on 09/10/2021



THANK YOU



Yolo County Office of Education | www.ycoe.org

10. 3. Quarterly Report of Investments for Period Ending March 31, 2021

Description

SB 564 added Section 53646 to the Government code in 1996. Government Code Section 53646 (b) requires the Chief Financial 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 is the Yolo County Treasurer's quarterly investment portfolio information for the period ending March 31, 2021.

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 only.

Supporting Documents



MAR 2021 1Q

Contact Person

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



Yolo County

Investment Review First Quarter 2021

Ken Schiebel, CFA, Managing Director
Allison Kaune, Senior Analyst

May 13, 2021

44 Montgomery Street
3rd Floor
San Francisco, CA 94104
415-982-5544

213 Market Street
Harrisburg, PA 17101
717-232-2723

PFM Asset
Management LLC
pfm.com



Economic and Interest Rate Update



The Fight Against the COVID-19 Pandemic Continues

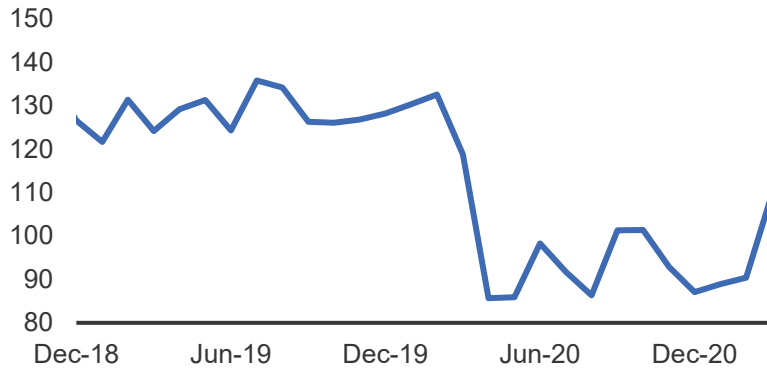
- COVID-19 cases fell by 66% in the U.S. during the first quarter.
- Approximately 95 million Americans received at least one vaccination by quarter-end.

Enactment Date	Congressional Actions
March 6, 2020	\$7.8 billion Coronavirus Preparedness and Response Supplemental Appropriations Act
March 18	\$15.4 billion Families First Coronavirus Response Act (FFCRA)
March 27	\$2.1 trillion Coronavirus Aid, Relief, and Economic Security (CARES) Act
April 24	\$483 billion Paycheck Protection Program and Health Care Enhancement Act
Dec 27	\$900 billion Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act
March 11, 2021	\$1.9 trillion American Rescue Plan (ARP) Act of 2021
?	\$2 trillion proposed “American Jobs Plan”

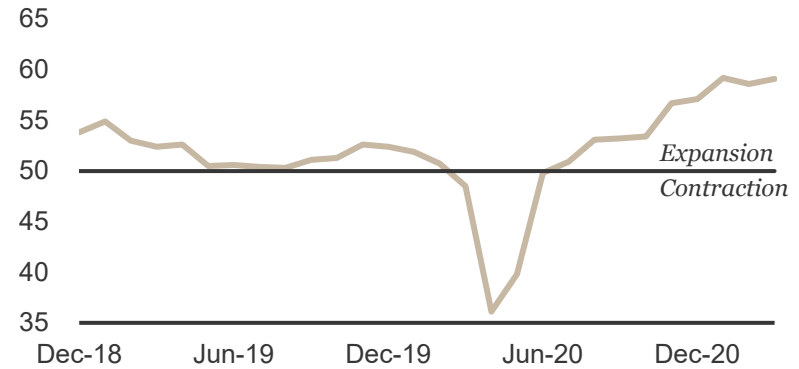


U.S. Economic Momentum Accelerated in the First Quarter of 2021

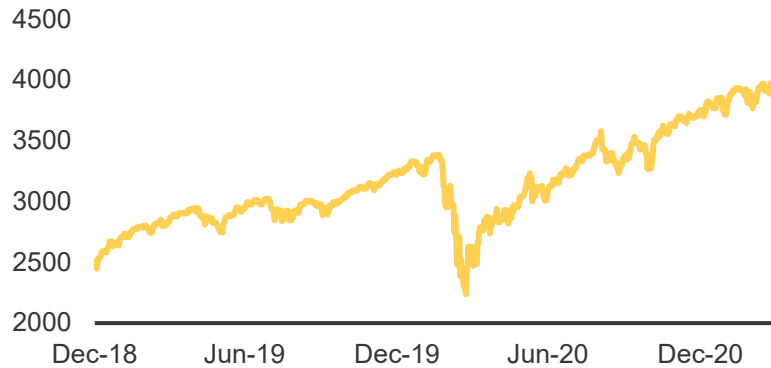
Conference Board Consumer Confidence



Manufacturing Markit PMI



S&P 500 Closing Price



Business Investment



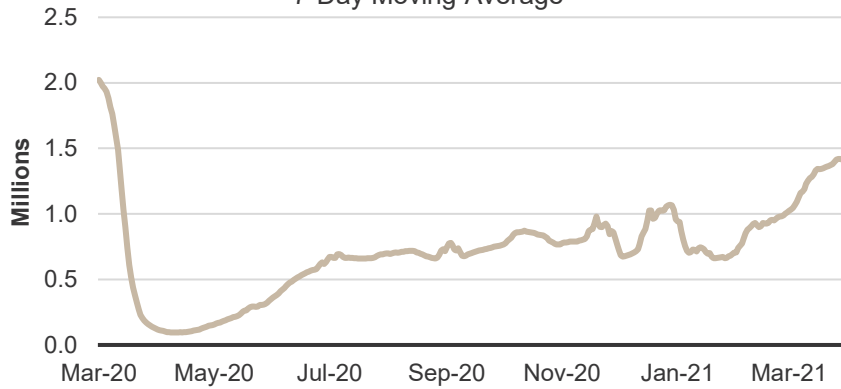
Source: Bloomberg, as of April 6, 2021.



High Frequency Data Indicates the Economic Recovery Is Gaining Momentum

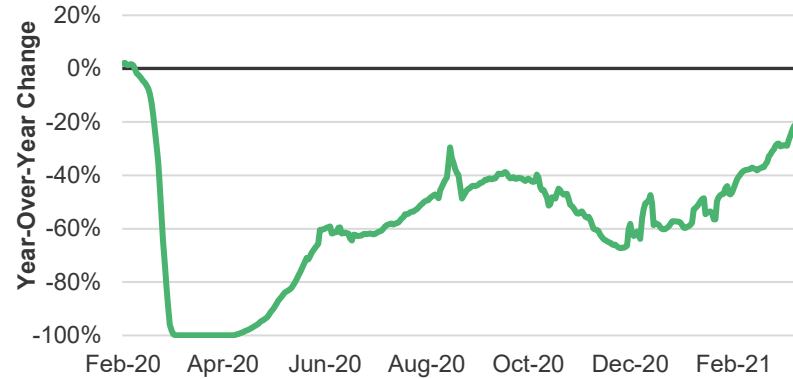
TSA Checkpoint Travel Numbers

7-Day Moving Average



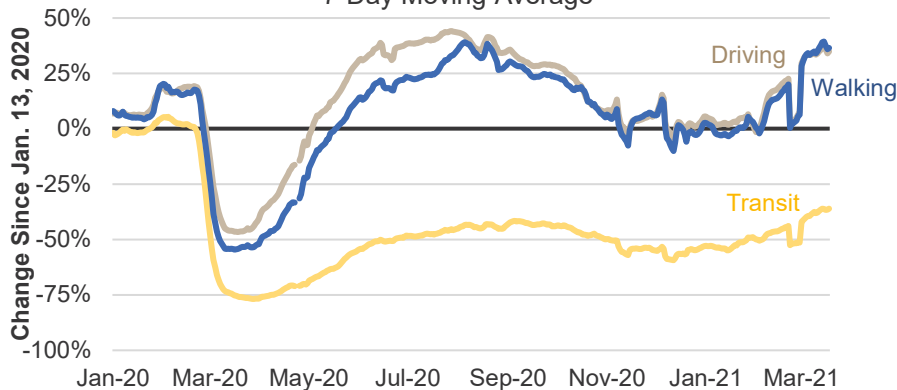
U.S. OpenTable Restaurant Reservations

7-Day Moving Average

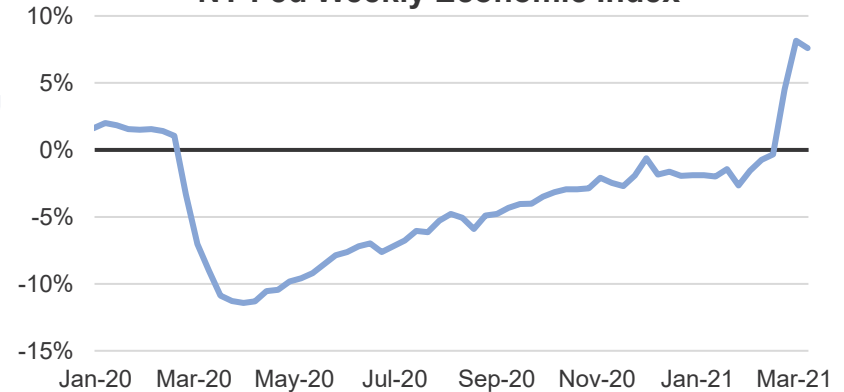


Requests for Directions in Apple Maps

7-Day Moving Average



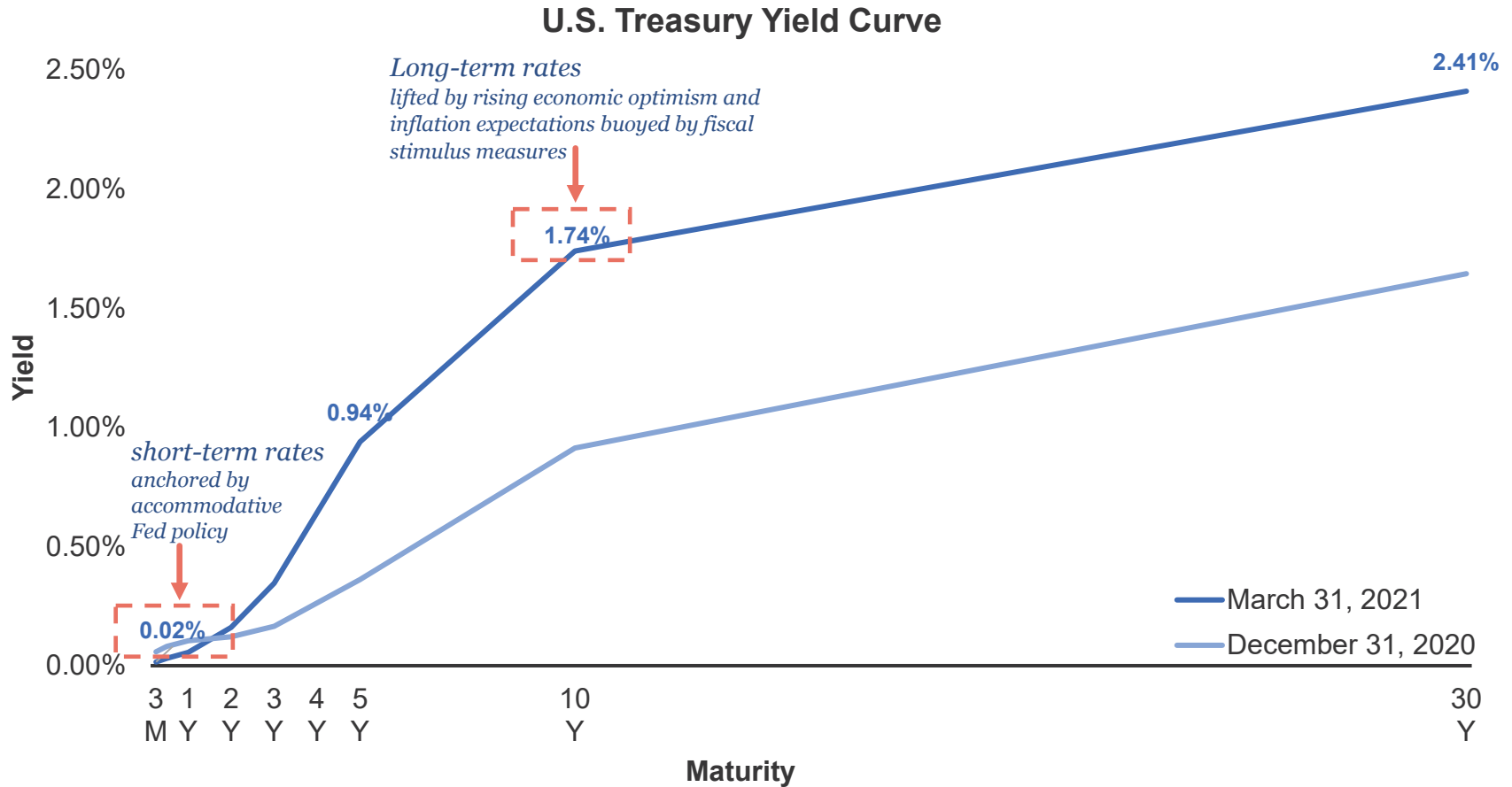
NY Fed Weekly Economic Index



Source: (top left) Transportation Security Administration, PFM calculations, as of April 6, 2021. (top right) Includes phone, online, and walk-in diners; OpenTable, PFM calculations, most recent data as of April 6, 2021. (bottom left); Apple, PFM calculations, most recent data as of April 6, 2021. (bottom right) Federal Reserve Bank of New York, most recent data as of April 6, 2021.



Treasury Yield Curve Steepened on Economic Optimism



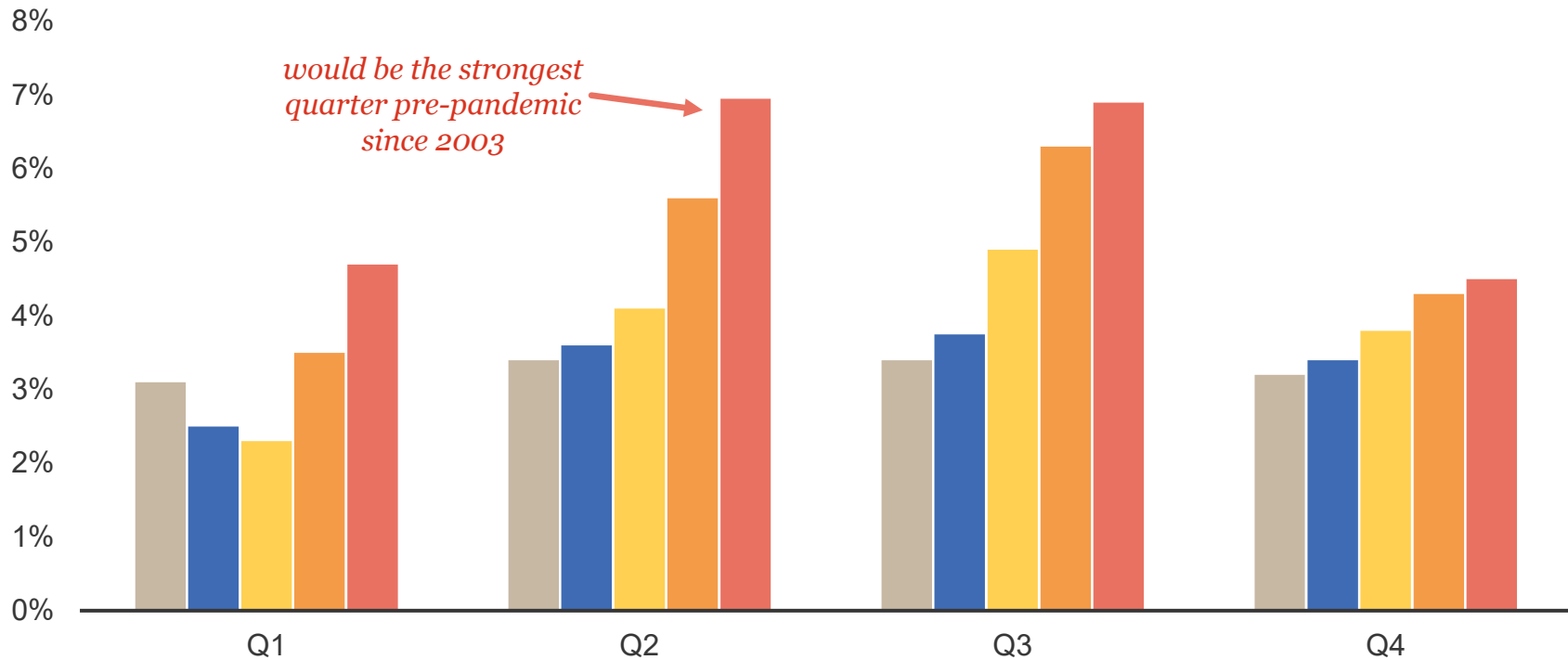
Source: Bloomberg, as of March 31, 2021.



GDP Estimates Improve Due to Passage of New Relief Bill

U.S. Quarterly GDP Forecasts for 2021

■ November ■ December ■ January ■ February ■ March

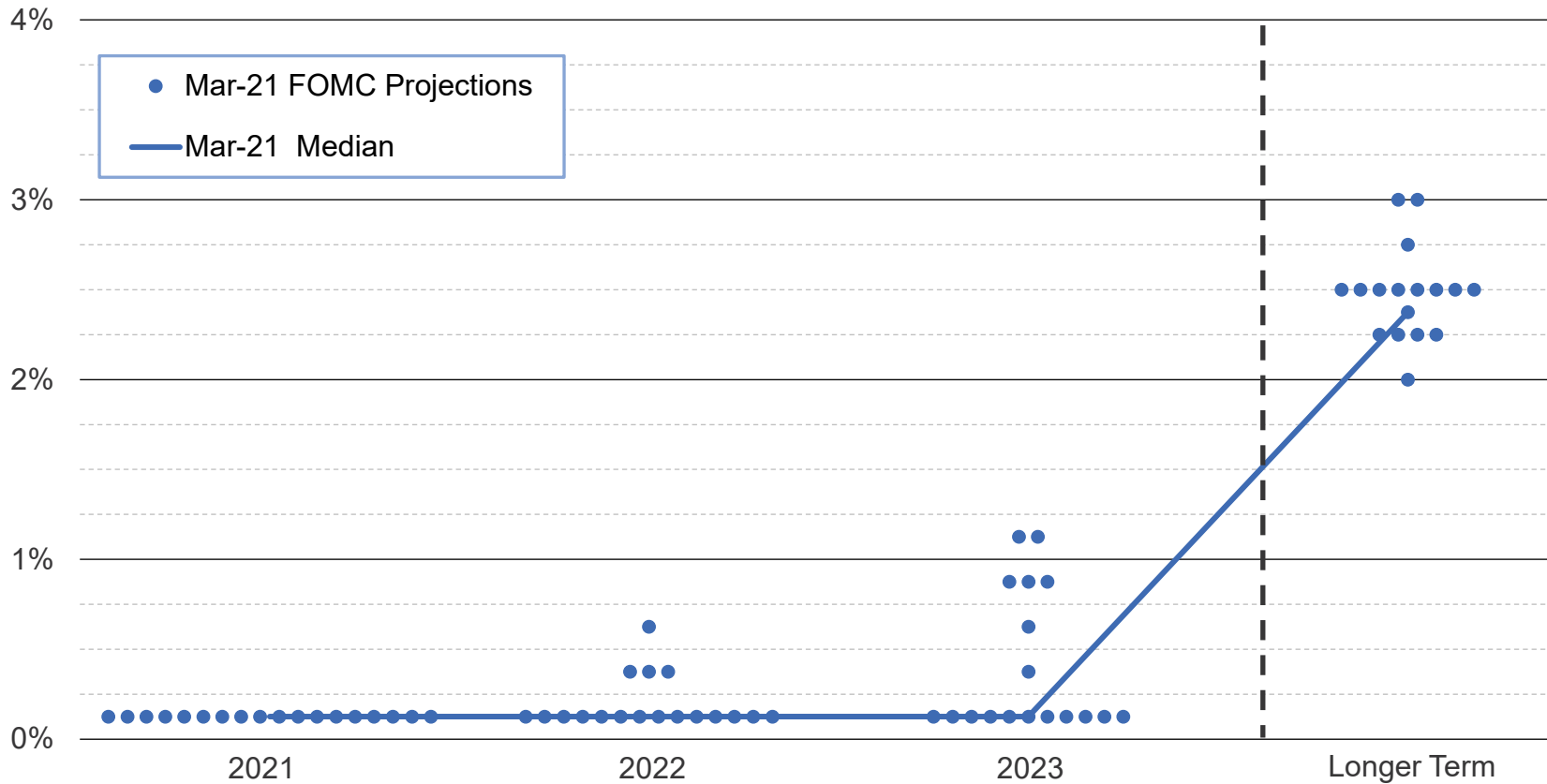


Source: Bloomberg, as of March 31, 2021.



Federal Reserve Anticipates Near-Zero Rates Through 2023

Fed Participants' Assessments of "Appropriate" Monetary Policy



Source: Federal Reserve and Bloomberg. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year end. Fed funds futures as of March 18, 2021.



Portfolio Update



Portfolio Composition

Security Type	Market Value as of 3/31/21	% of Portfolio	% Change vs. 12/31/20	Permitted by Policy	In Compliance
U.S. Treasury	\$59,006,574	9.2%	+2.0%	100%	✓
Federal Agency	\$123,850,839	19.3%	+2.2%	100%	✓
Federal Agency CMOs	\$12,266,686	1.9%	+0.6%	100%	✓
Supranationals	\$4,681,899	0.7%	-	30%	✓
Municipal Obligations	\$9,611,579	1.5%	+0.2%	30%	✓
Negotiable CDs	\$19,490,310	3.0%	-0.1%	30%	✓
Corporate Notes	\$52,764,504	8.2%	-0.7%	30%	✓
Asset-Backed Securities	\$10,269,972	1.6%	-	20%	✓
Securities Sub-Total	\$291,942,363	45.6%			
Accrued Interest	\$802,278				
Securities Total	\$292,744,641				
CAMP	\$253,411,509	39.6%	-6.4%	100%	✓
LAIF – Total	\$94,800,465	14.8%	+2.0%	\$75 million per account	✓
Total Investments	\$640,956,615	100.0%			

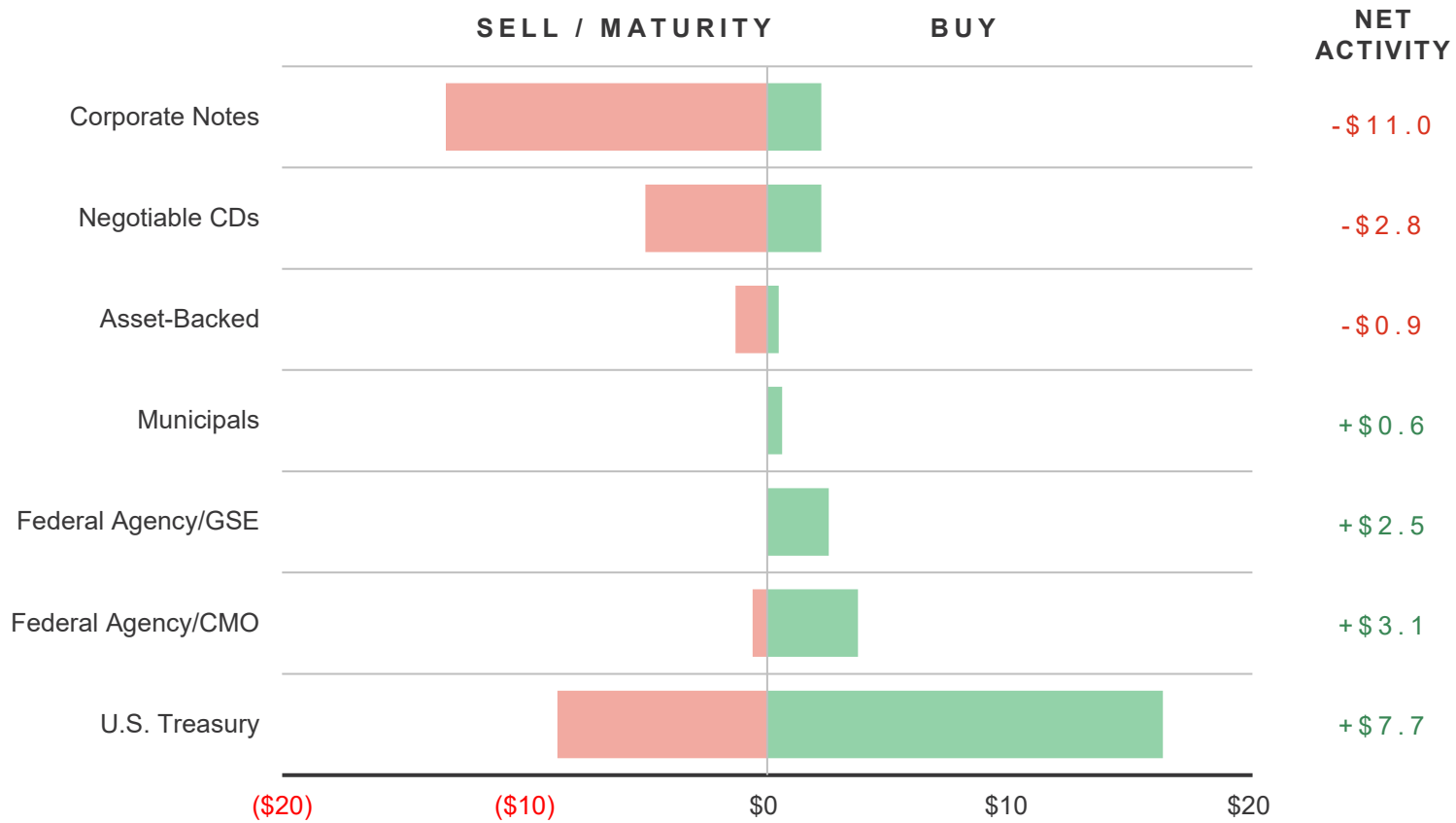


First Quarter Portfolio Strategy Recap

- ◆ Maintain core allocations to permitted sectors
 - Modestly reduced corporate allocation due to unattractive yield spreads.
 - Limited opportunities in agencies due to record-low spreads and light new issue supply.
 - Narrow yield spreads led to increase in U.S. Treasury allocation.
- ◆ Assessing risks
 - Longer maturities underperformed during the quarter.
 - Modestly conservative duration posture, relative to new 1-5 year benchmark.
 - Informed by expectations that short-term rates will remain low and spreads will remain contained.
- ◆ Carefully manage risk
 - Defensive duration bias was additive to performance as longer maturities underperformed due to yield curve steepening.
 - Selective in seeking new additions in credit sector.



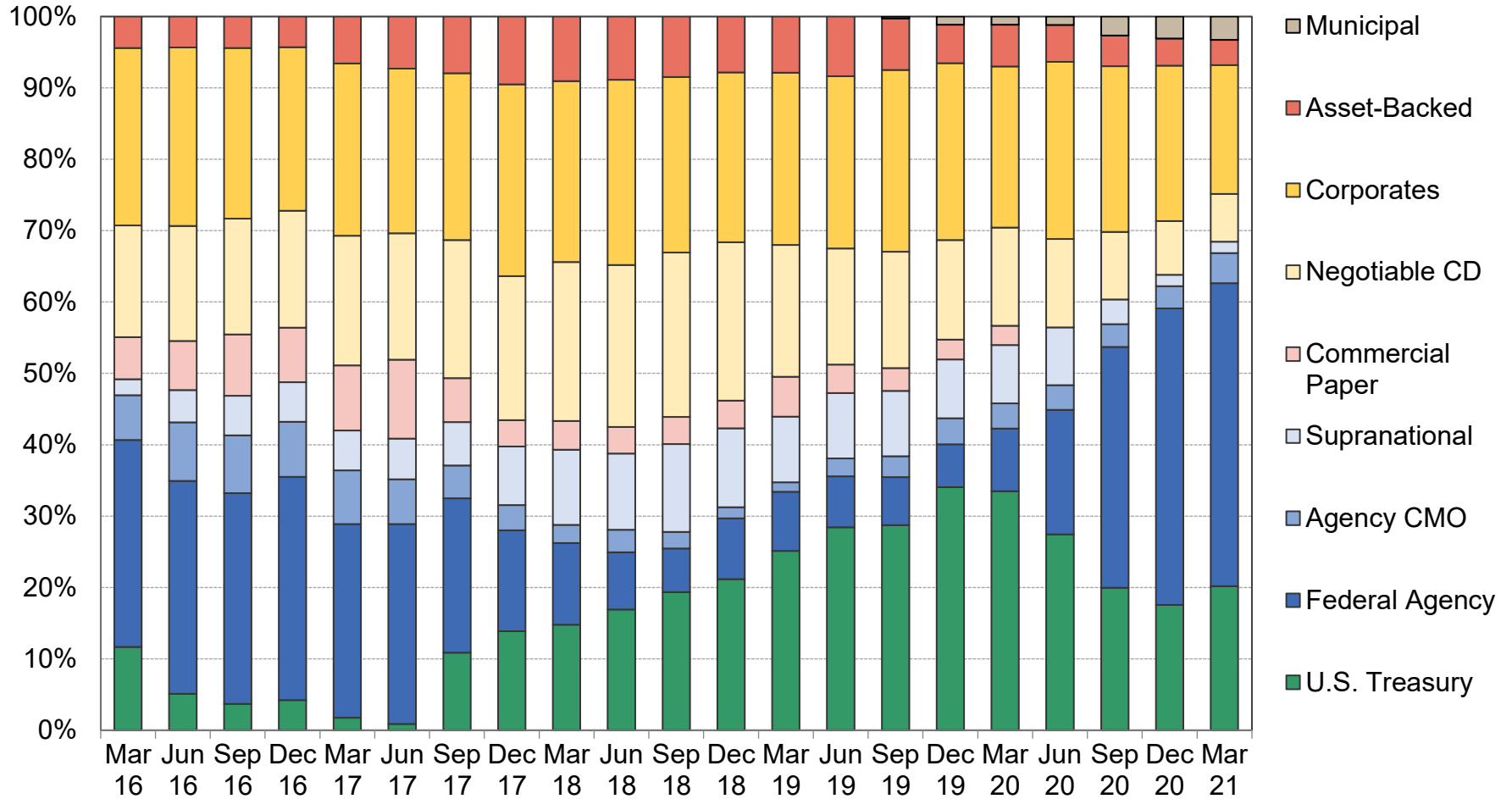
First Quarter Trade Activity



Portfolio purchases, sells, maturities, and paydowns from 1/1/21 – 3/31/21.



Historical Sector Allocation—PFM Managed Portfolio

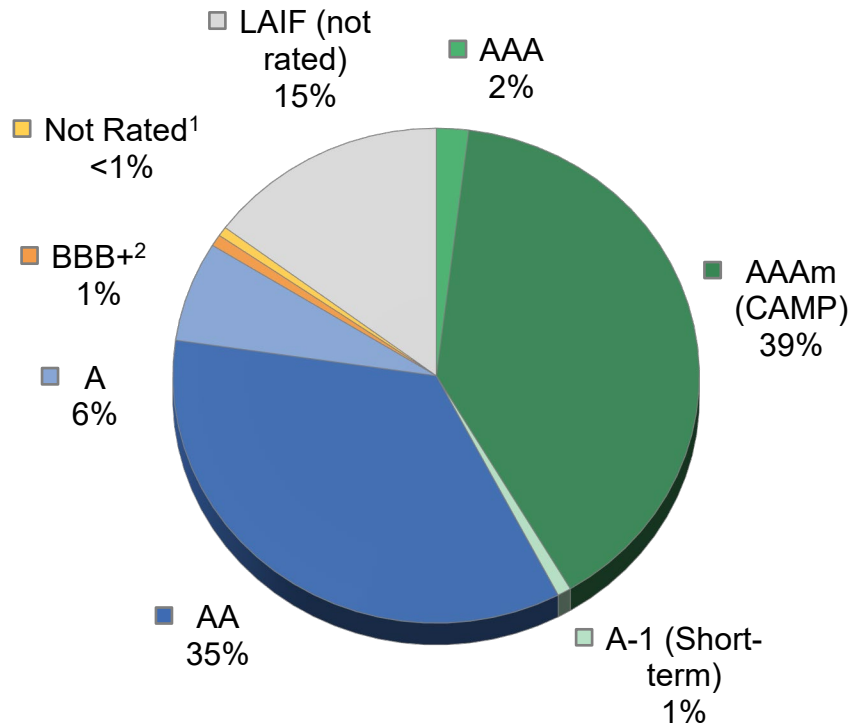




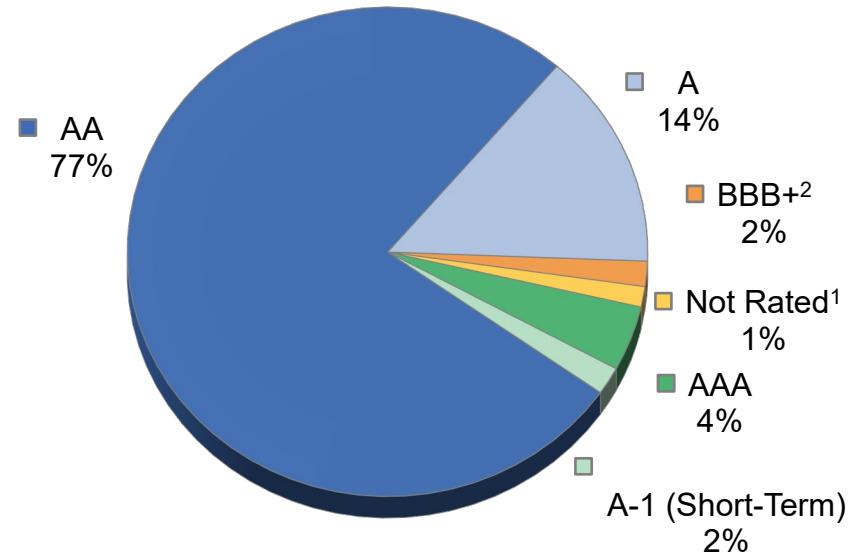
Portfolio Credit Quality

◆ The County's portfolio comprises high-quality securities.

Including Liquid Accounts



Excluding Liquid Accounts



As of March 31, 2021. Percentages may not sum to 100% due to rounding.

Ratings are based on Standard & Poor's.

1. The "Not Rated" category comprises asset-backed securities rated Aaa by Moody's.

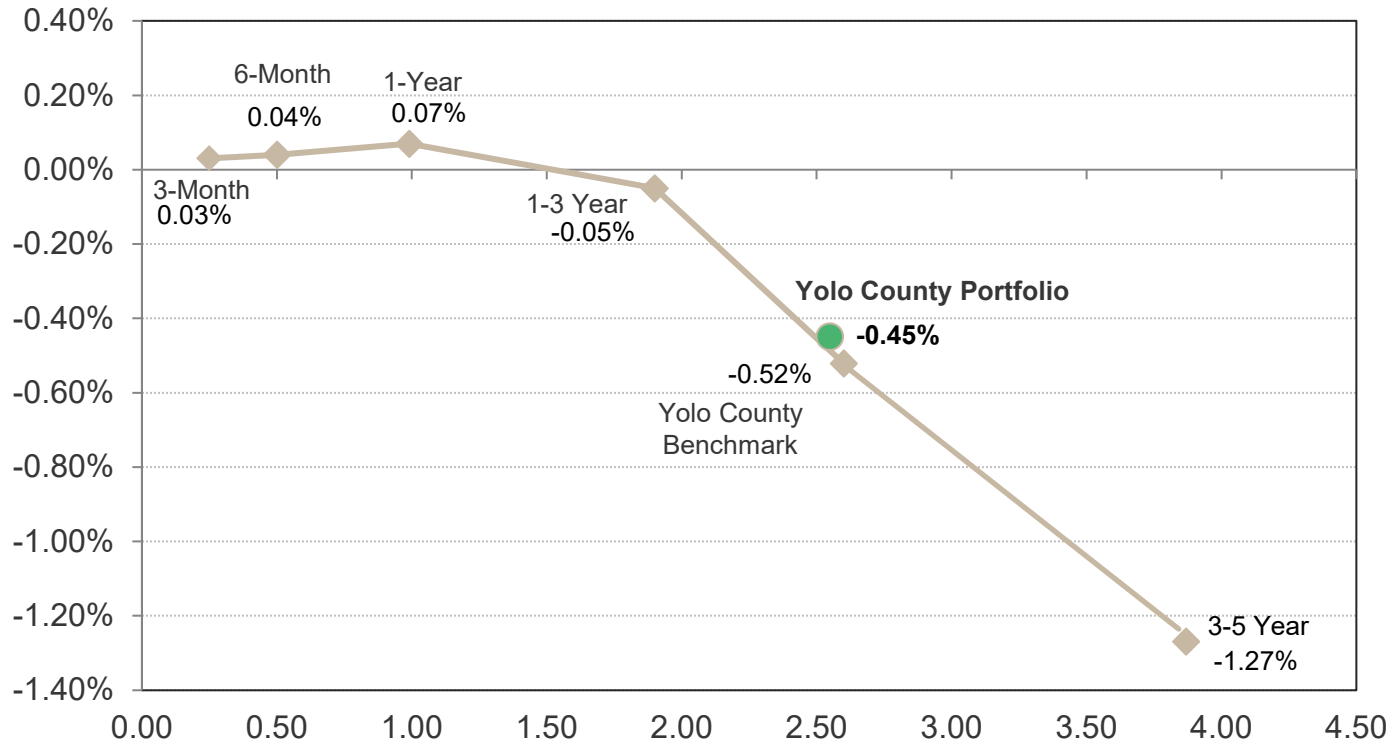
2. The "BBB+" category comprises securities rated in a rating category of A or better by at least one NRSRO.



Sharply Rising Yields Resulted in Negative Returns for Longer Duration Strategies

Quarterly Total Returns

Yolo County, Yolo County Benchmark, and Various ICE BofA Merrill Lynch Treasury Indices



Yields

Portfolio Yield and LAIF Quarterly Apportionment Rate	
Yolo County	1.36%
LAIF	0.44%

- For periods ending March 31, 2021.
- Yolo County yield is the weighted average yield at cost.
- Source: Bloomberg, LAIF website.
- Effective December 31, 2020, the County's benchmark is the ICE Bank of America Merrill Lynch (BAML) 1-5 Year U.S. Treasury Index. From September 30, 2017, to December 31, 2020, the benchmark was the ICE BAML 0-5 Year U.S. Treasury Index. From March 31, 2015, to September 30, 2017, the benchmark was a blend of 30% ICE BAML 3-month Treasury index and 70% ICE BAML 1-3 year U.S. Treasury Index. From March 31, 2002, to March 31, 2015, the benchmark was a blend of 50% ICE BAML 1-3 Year U.S. Treasury index and 50% ICE BAML 3-month Treasury Bill index. Prior to March 31, 2002, the benchmark was the ICE BAML 1-3 Year U.S. Treasury index.



Portfolio Maintains Strong Outperformance

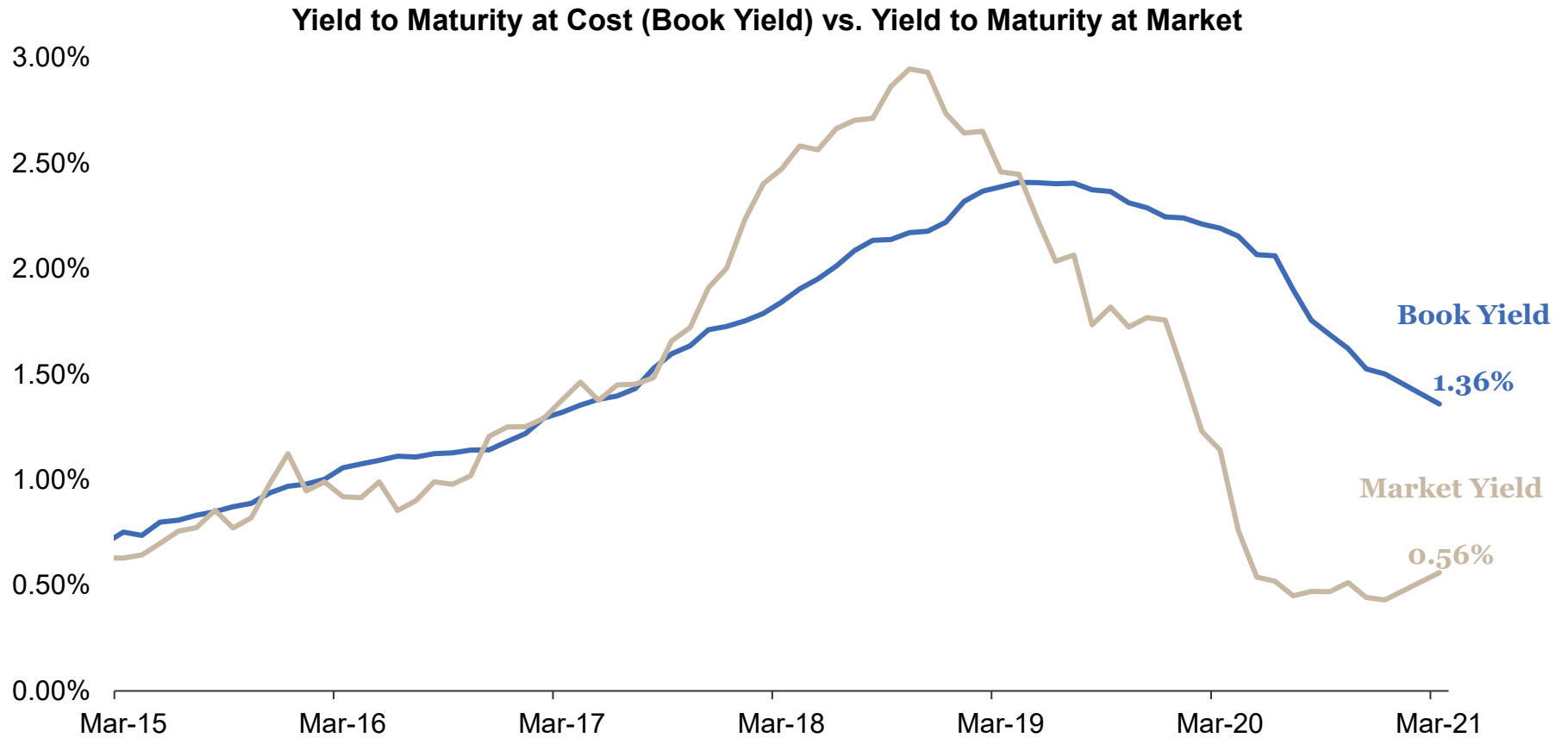
Total Return For periods ended March 31, 2021

	Duration (years)	1Q 2021	Past Year	Past 5 Years	Past 10 Years	Since Inception
Yolo County	2.55	-0.45%	1.48%	2.17%	1.59%	3.14%
Treasury Benchmark	2.60	-0.52%	-0.16%	1.78%	1.14%	2.51%
Difference	-	+0.07%	+1.64%	+0.39%	+0.45%	+0.63%

- Performance on a trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).
- Bank of America Merrill Lynch indices provided by Bloomberg Financial Markets.
- Inception date is June 30, 1998.
- Performance, yield, and duration calculations exclude holdings in CAMP, LAIF, and the money market fund.
- Effective December 31, 2020, the County's benchmark is the ICE Bank of America Merrill Lynch (BAML) 1-5 Year U.S. Treasury Index. From September 30, 2017, to December 31, 2020, the benchmark was the ICE Bank of America Merrill Lynch (BAML) 0-5 Year U.S. Treasury Index. From March 31, 2015, to September 30, 2017, the benchmark was a blend of 30% ICE BAML 3-month Treasury index and 70% ICE BAML 1-3 year U.S. Treasury Index. From March 31, 2002, to March 31, 2015, the benchmark was a blend of 50% ICE BAML 1-3 Year U.S. Treasury index and 50% ICE BAML 3-month Treasury Bill index. Prior to March 31, 2002, the benchmark was the ICE BAML 1-3 Year U.S. Treasury index.



Portfolio Maintains Higher Book Yield vs. Market Yield As Market Yield Moves Higher



Portfolio data as of 3/31/21.



Investment Strategy Outlook

◆ 2021 Market Expectations

- Fed policies will remain accommodative amid new stimulus.
- Short-term interest rates will remain at near-zero levels.
- Increasing inflation expectations impacting the longer end of the yield curve.
- Economic growth expectations improving amid vaccine roll-outs and continued monetary support.

◆ Sector Outlook:

- Treasuries: Fed policy anchors short-term yields near zero and longer-term rates have risen; we will continue to add to longer maturities to capture higher yields where we see value.
- Agencies: Given narrow spreads, we may reduce allocation in favor of other opportunities.
- Corporates: Spreads have widened from their extremely tight levels, providing some yield pickup, but spreads remain well below long-term averages. We will continue to be selective in seeking new additions.
- Asset-Backed Securities: New issue activity has been elevated; however, investor appetite remains robust and yield spreads remain near their recent floor. We will look to maintain holdings in the sector.
- Municipals: We will likely maintain current allocations as the sector has been a boon for portfolio performance.
- Maintain broad diversification by sector, industry and issuer, emphasizing those industries that should benefit from the ongoing economic recovery.



Fiscal Year Accrual Basis Earnings

INVESTMENT PORTFOLIO						
Date	Month-End Amortized Cost Value	Portfolio YTM at Cost	Actual Accrual Basis Earnings	Earnings Rate ¹	Assumed Reinvestment Rate ²	Projected Accrual Basis Earnings ^{3,4}
Jul-20	\$288,310,119	1.90%	\$756,012	1.90%	-	-
Aug-20	\$288,868,694	1.76%	\$732,825	1.76%	-	-
Sep-20	\$288,596,518	1.69%	\$481,242	1.69%	-	-
Oct-20	\$289,505,462	1.62%	\$579,541	1.62%	-	-
Nov-20	\$288,682,877	1.53%	\$498,948	1.53%	-	-
Dec-20	\$288,329,936	1.50%	\$466,948	1.50%	-	-
Jan-21	\$293,305,452	1.41%	\$724,665	1.41%	-	-
Feb-21	\$288,686,785	1.36%	\$428,206	1.36%	-	-
Mar-21	\$288,178,985	1.36%	\$327,652	1.36%	-	-
Apr-21	-	-	-	1.31%	0.18%	\$309,694
May-21	-	-	-	1.31%	0.21%	\$320,018
Jun-21	-	-	-	1.31%	0.24%	\$309,694
Projected FY 20-21 Total						\$5,935,445

1. Earnings rates calculated based on the yield to maturity at cost through 3/31/2021 and the assumed reinvestment rates of maturities for each period thereafter.

2. Assumed reinvestment rates based on the 2-year Fed Funds Forward Rate Curve as of 4/26/2021.

3. Earnings for the periods 7/31/2020 – 3/31/2021 are actual earnings and include realized gains/losses; periods thereafter are projected.

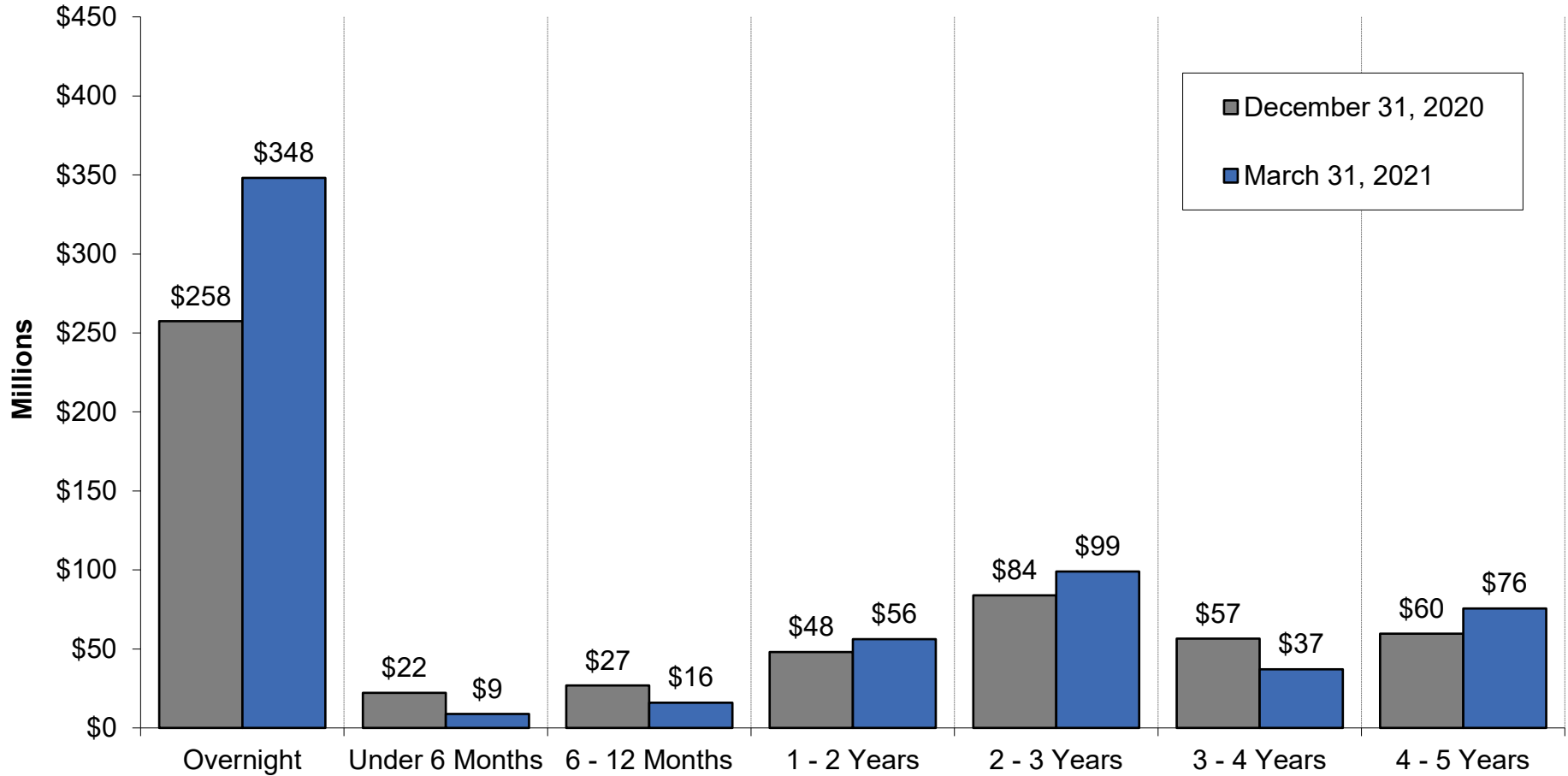
4. Earnings assume no sales or realized gains/losses for periods after 3/31/2021.



Additional Portfolio Information



Portfolio Maturity Distribution



Purchases made with new funds during quarter ended 12/31/20.

Callable and floating-rate securities are included in the maturity distribution analysis to their stated maturity date.



Portfolio Issuer Distribution

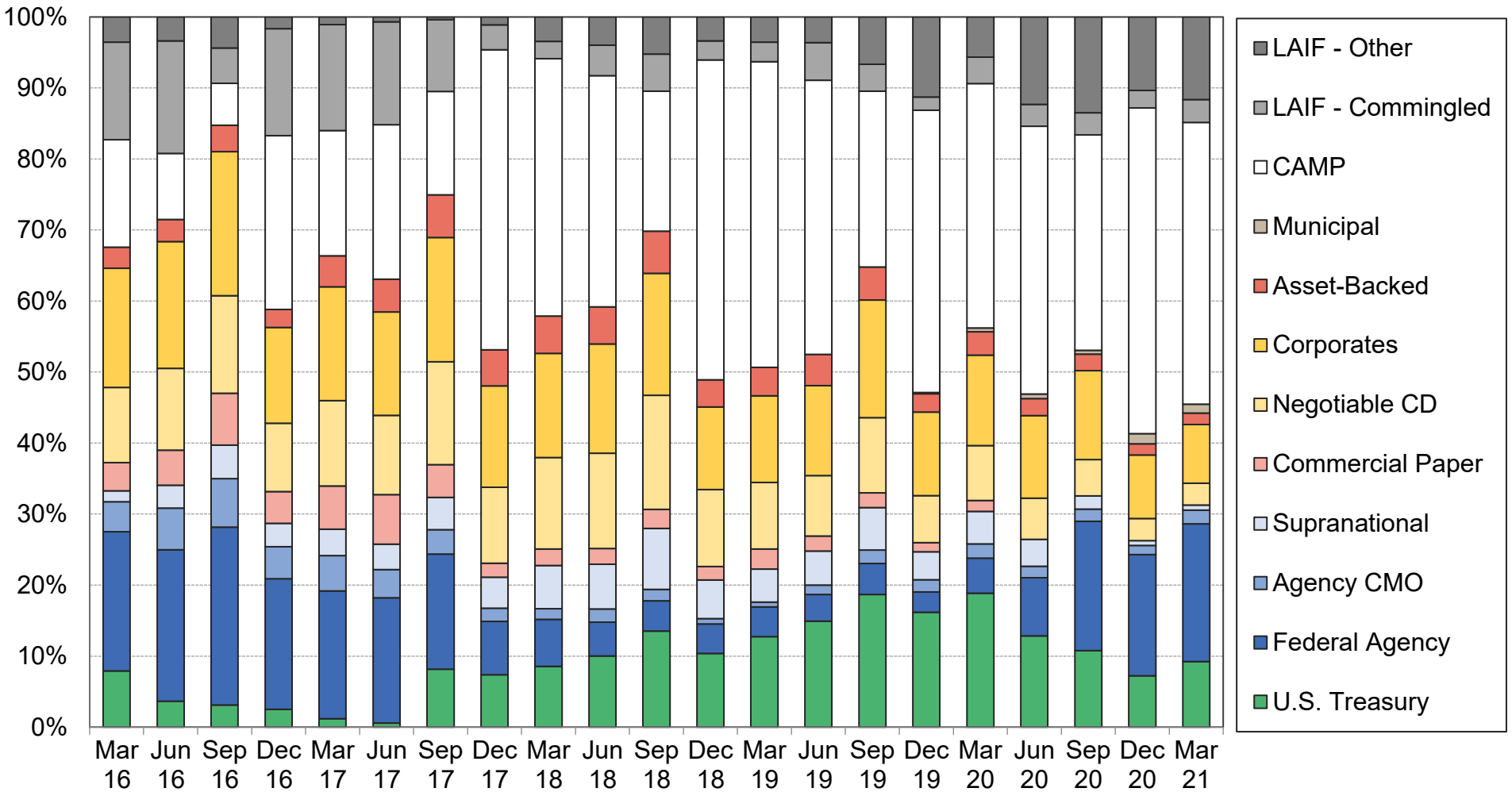
Federal National Mortgage Association	24.87%
U.S. Treasury	20.21%
FHLMC	17.23%
Federal Home Loan Bank	2.56%
IBRD	1.60%
Wal-Mart Stores Inc	1.52%
Nordea Bank Ab	1.37%
Skandinaviska Enskilda Banken Ab	1.30%
Federal Farm Credit Bank	1.24%
Apple Inc	1.22%
Toyota Motor Credit	1.19%
US Bancorp	1.05%
Visa	0.95%
Societe Generale	0.94%
Citigroup Inc	0.92%
California St	0.88%
Credit Agricole SA	0.87%
Cisco Systems	0.86%
Nissan Auto Receivables	0.85%
JP Morgan Chase	0.84%
Unitedhealth Group Inc	0.84%
3M Company	0.84%
Deere & Company	0.82%
Carmax Auto Owner Trust	0.77%
Credit Suisse Group	0.76%
Bank Of America Co	0.75%

State of Florida	0.75%
Goldman Sachs Group Inc	0.74%
Sumitomo Mitsui Bank	0.73%
FNMA	0.72%
Intel Corporation	0.71%
DNB ASA	0.70%
Toyota Auto Receivables	0.69%
American Honda Finance	0.69%
Adobe Inc	0.68%
Honda Auto Receivables	0.67%
JPMorgan Chase & Co	0.58%
Chevron Corp.	0.58%
United Parcel Service Inc	0.52%
American Express	0.47%
Mastercard Inc	0.46%
BB&T Corporation	0.43%
Los Angeles Community College District	0.38%
National Rural Utilities Co Finance Corp	0.38%
Hyundai Auto Receivables	0.32%
University Of California	0.29%
California State University	0.28%
City of San Diego	0.26%
Maryland St	0.26%
New Jersey Turnpike Authority	0.21%
Capital One Prime Auto Rec Trust	0.20%
Burlington Northern Santa Fe	<0.1%

Percentages exclude the portfolio's CAMP and LAIF holdings.

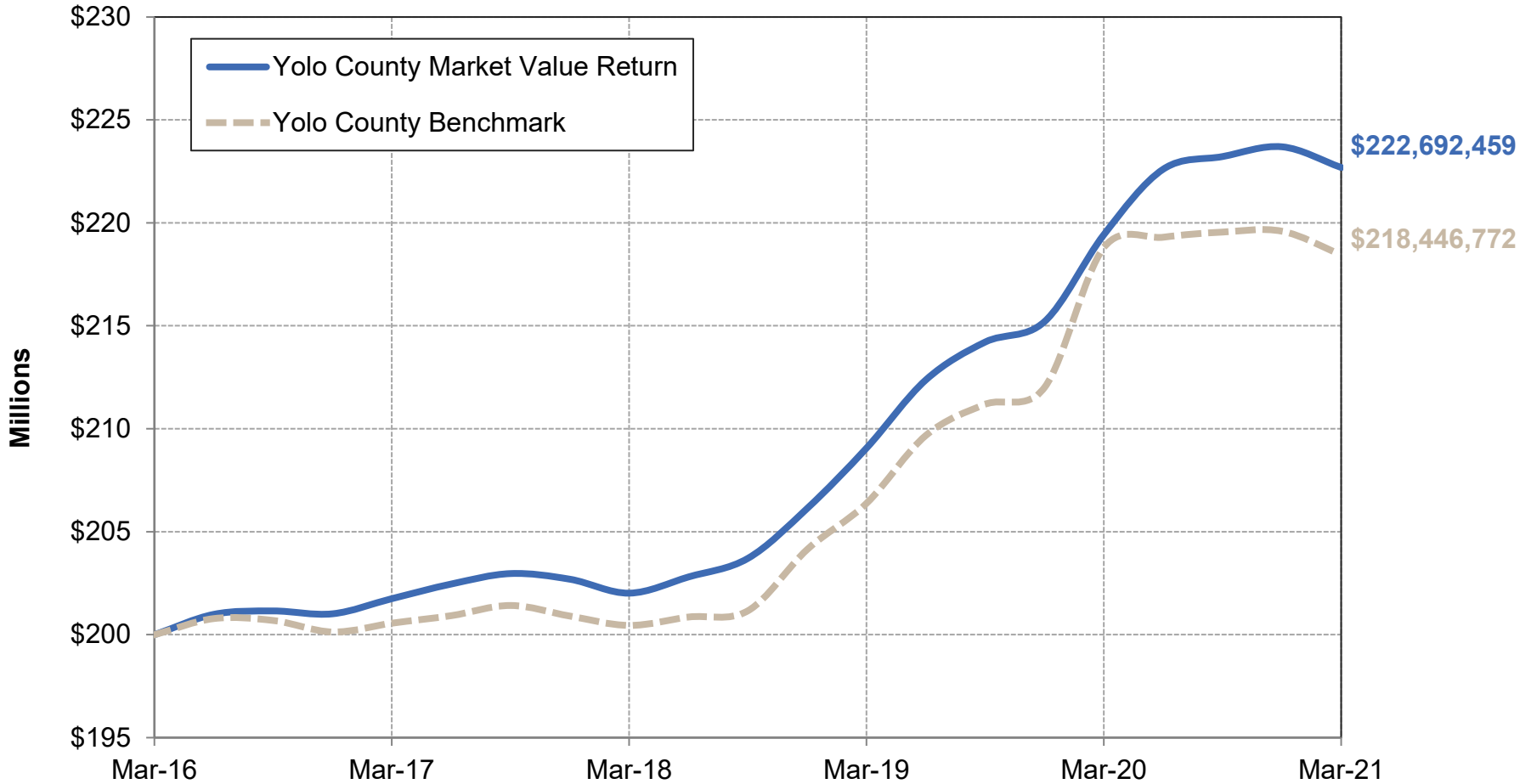


Historical Sector Allocation—All Funds





County's Strategy Continues to Be Effective



- Source: Bloomberg.
- Hypothetical growth of \$200 million.
- Past performance is not indicative of future performance.



Disclosures

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness, or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some but not all of which are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

Thank You



10. 4. Quarterly Report of Investments for Period Ending June 30, 2021

Description

SB 564 added Section 53646 to the Government code in 1996. Government Code Section 53646 (b) requires the Chief Financial 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 is the Yolo County Treasurer's quarterly investment portfolio information for the period ending June 30, 2021.

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 only.

Supporting Documents



Yolo County FOC Presentation_2Q21_FINAL



Yolo_County_Executive_Summary_2Q21_Final

Contact Person

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



Yolo County Investment Review Second Quarter 2021

Sarah Meacham, Managing Director
Ken Schiebel, CFA, Managing Director

August 12, 2021

44 Montgomery Street
3rd Floor
San Francisco, CA 94104
415-982-5544

213 Market Street
Harrisburg, PA 17101
717-232-2723

PFM Asset
Management LLC
pfm.com

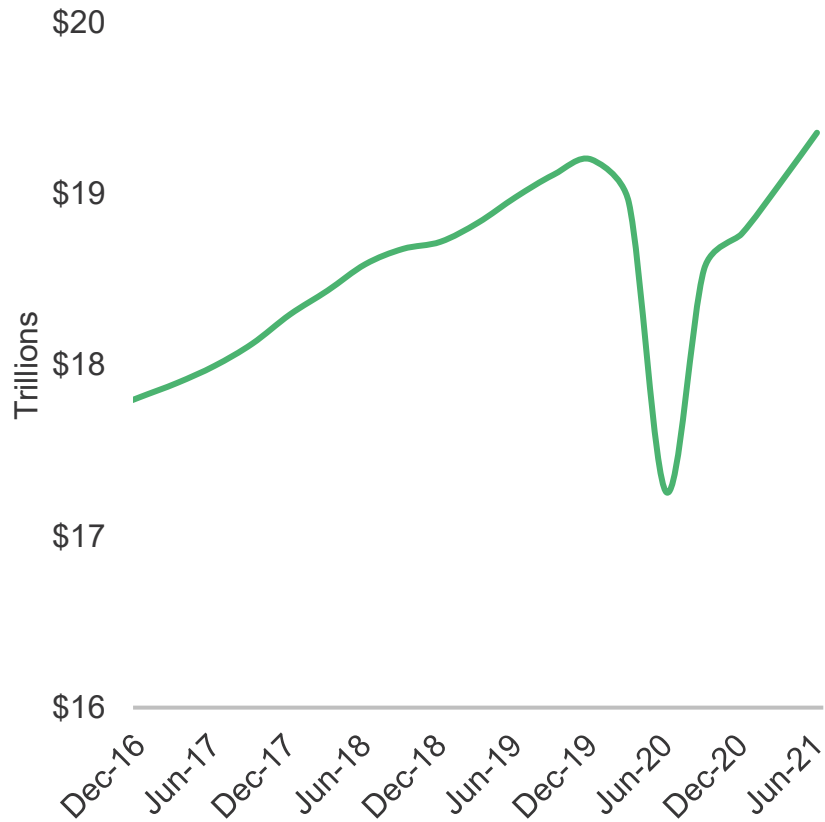


Economic and Interest Rate Update

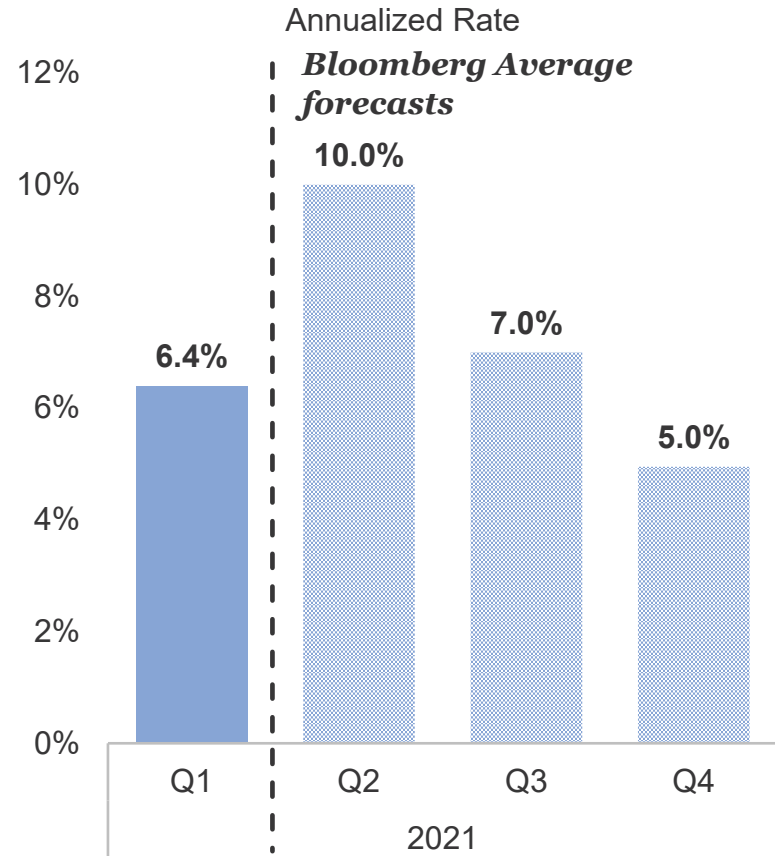


Reopening Economy Drives GDP Growth

U.S. Real GDP



U.S. GDP Forecasts

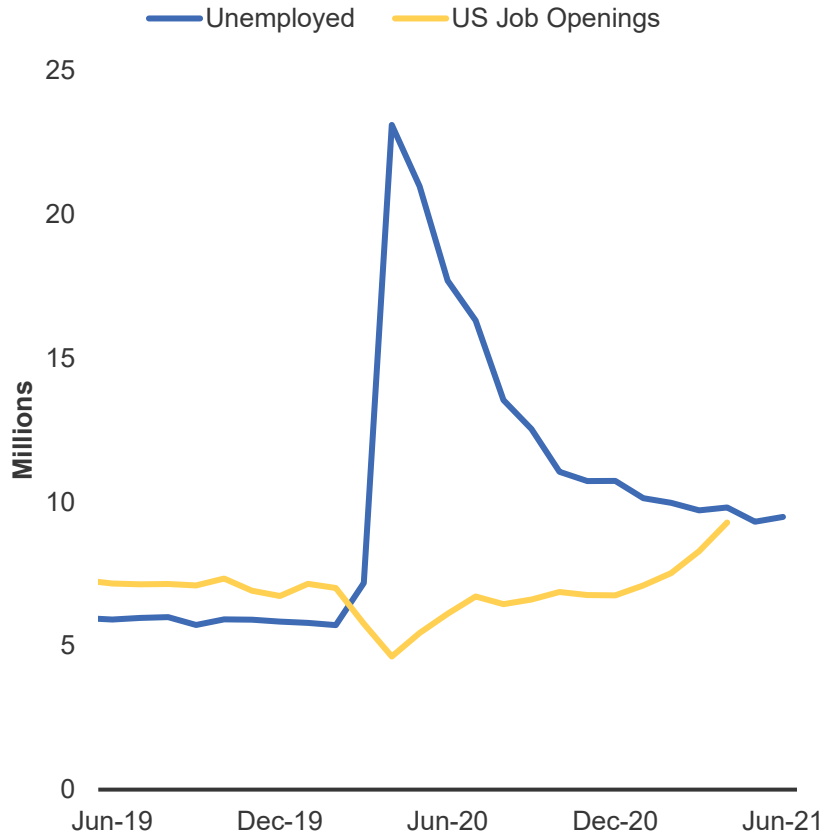


Source: Bloomberg (left), data is seasonally adjusted, as of June 30, 2021 and Bloomberg (right), Bureau of Economic Analysis, as of June 30, 2021.

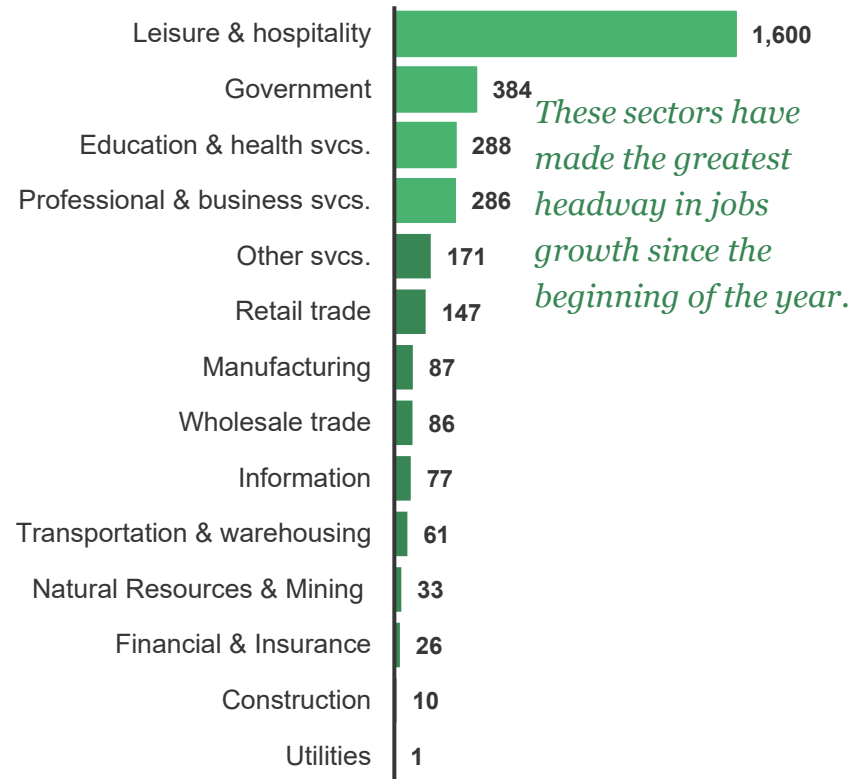


Job Openings Hit Record High; Service Sector Leads Jobs Recovery

Job Openings vs. Unemployed Workers



Change in Total Nonfarm Employment since December 2020 (thousands)

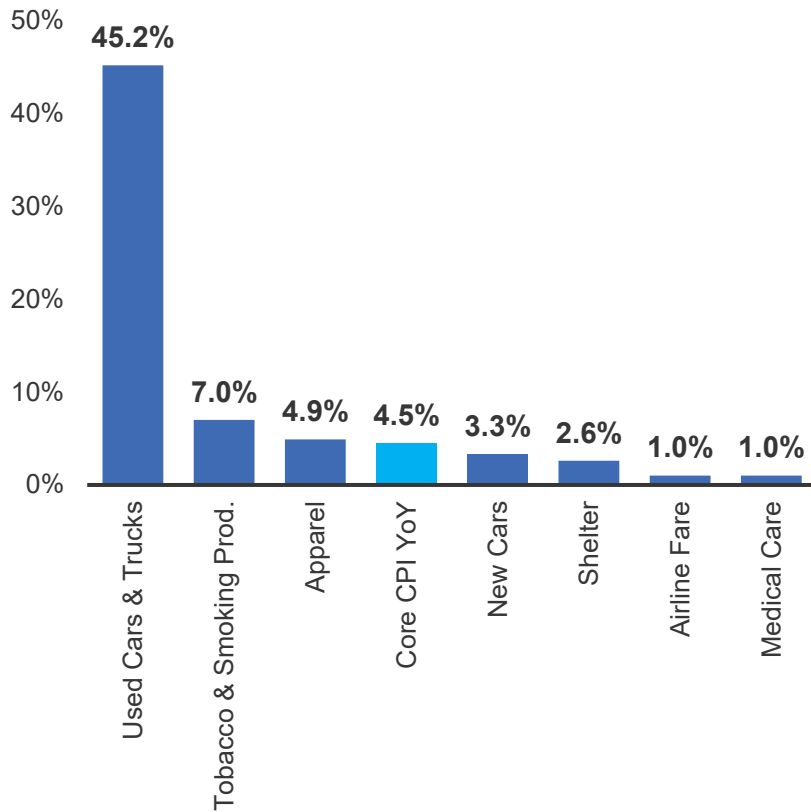


Source: Bloomberg, Bureau of Labor Statistics, as of June 30, 2021.



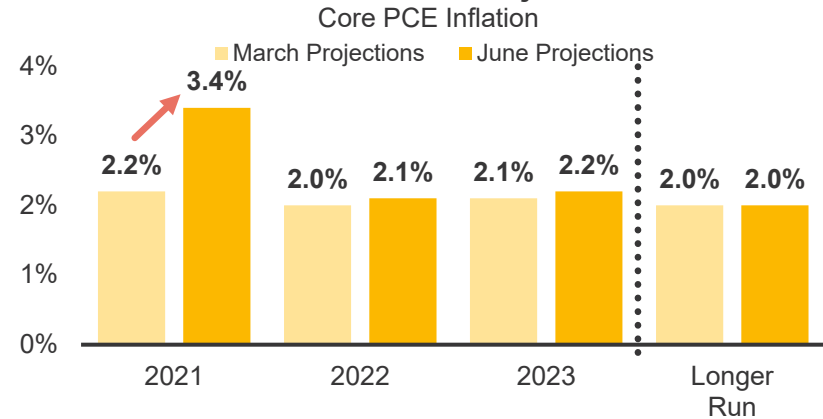
Inflation Strengthens, but Driven by a Few Key Sectors

YOY Price Change in Key Consumer Price Index Components (June 2021)

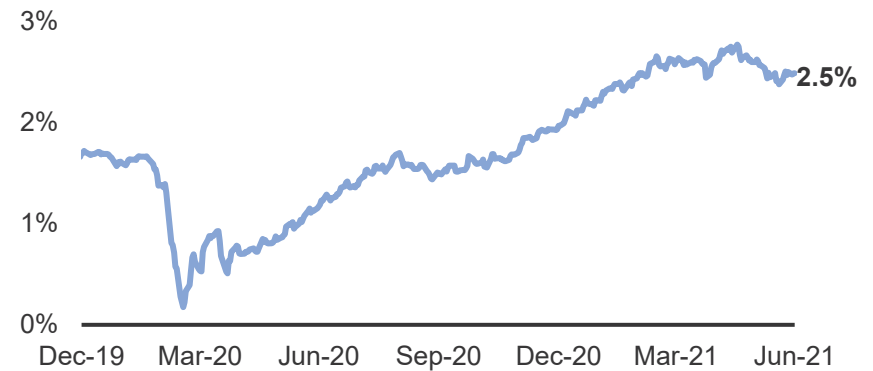


Source: Bloomberg, as of June 30, 2021.

Federal Reserve Projections

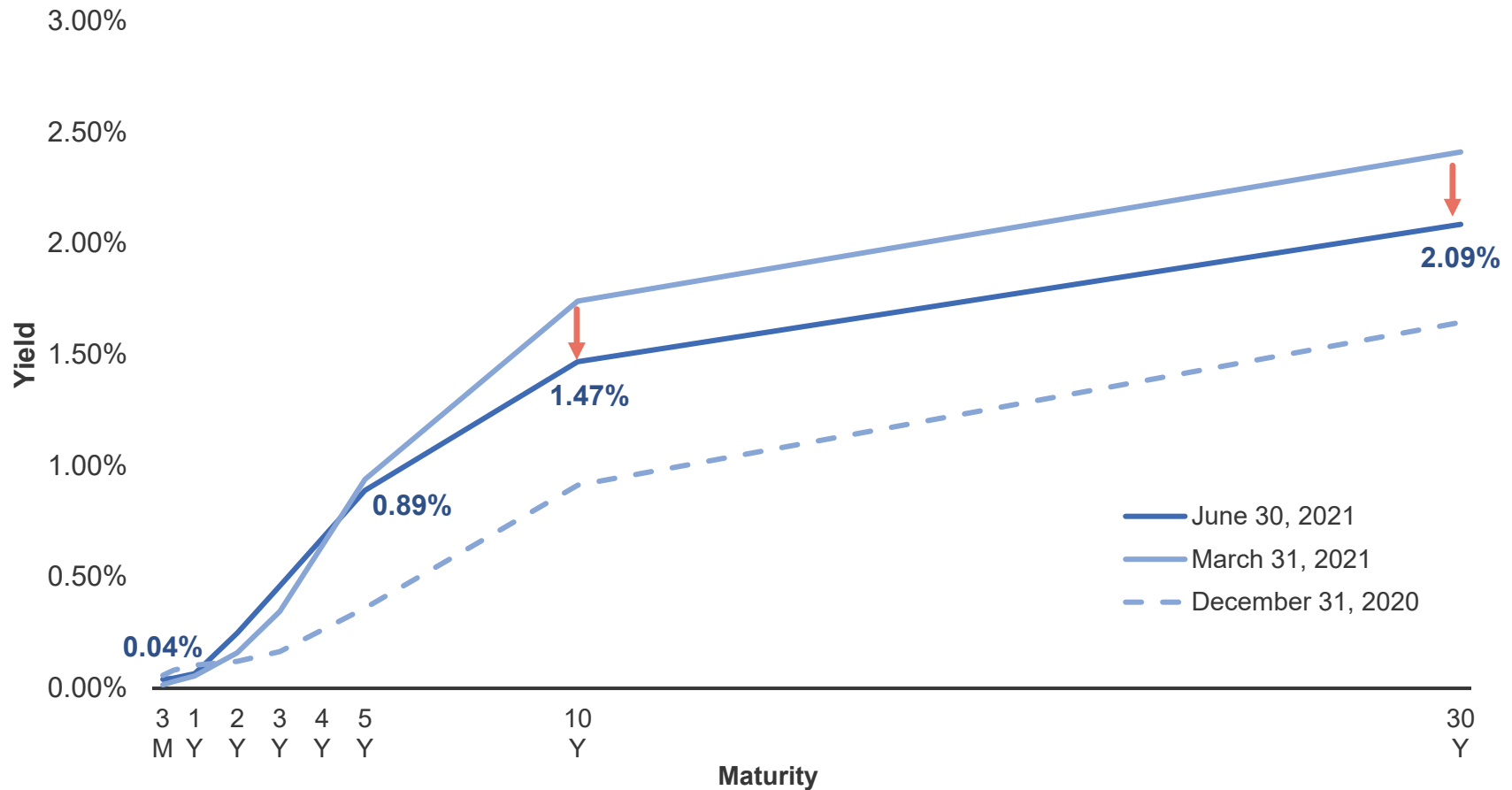


Breakeven Inflation Rates (5 year)





Yield Curve Flattened in the Second Quarter as Long-Term Rates Fell

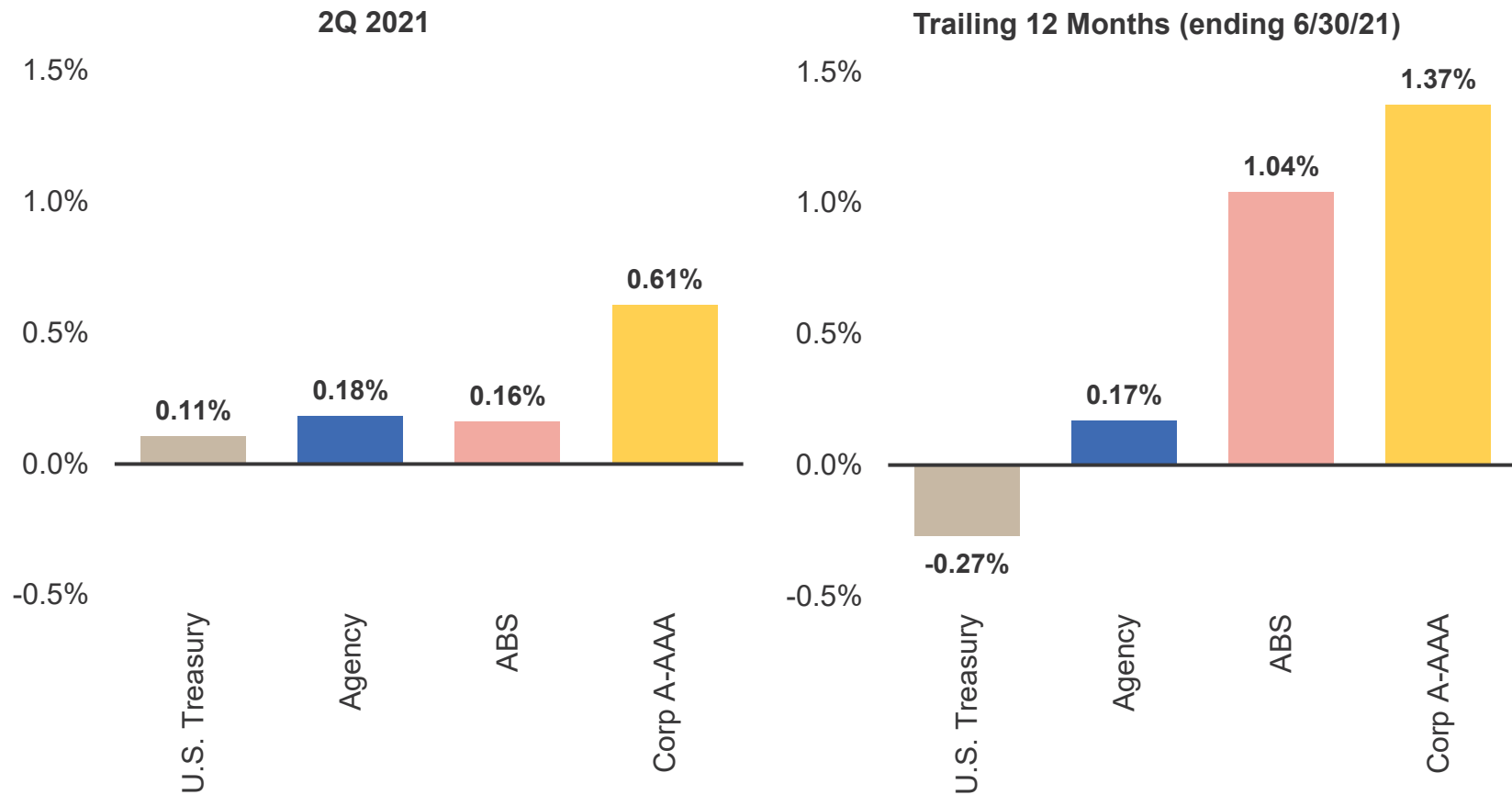


Source: Bloomberg as of June 30, 2021.



Credit Outperforms in 2Q 2021 and Trailing 12 Months

1-5 Year Indices

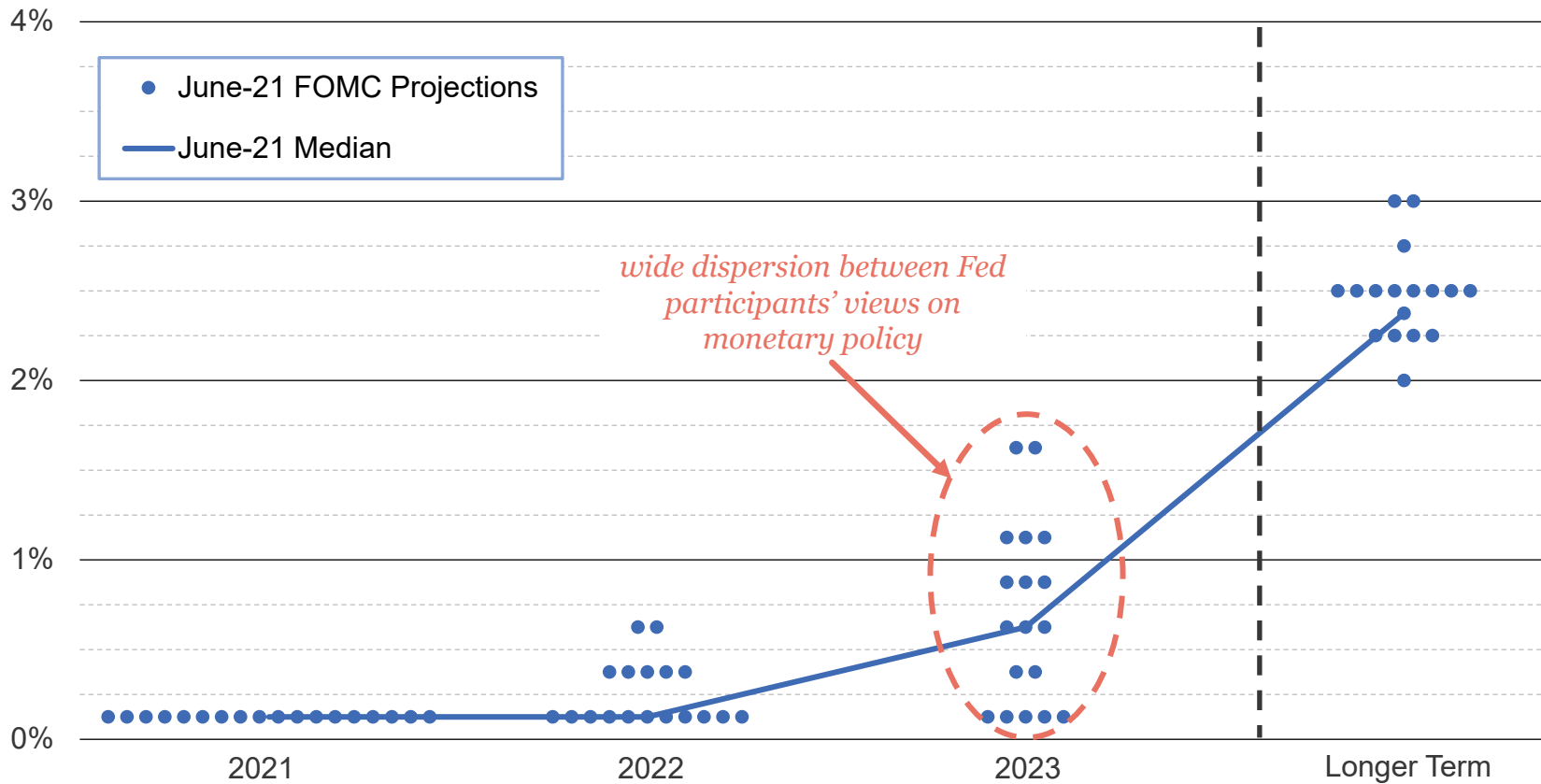


Source: ICE BofAML Indices. ABS indices are 0-5 year, based on weighted average life. As of 6/30/2021.



Fed's "Dot Plot" Reflects Evolving Monetary Policy Views

Fed Participants' Assessments of "Appropriate" Monetary Policy



Source: Federal Reserve and Bloomberg. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year end.



Portfolio Update



Portfolio Composition

Security Type	Market Value as of 6/30/21	% of Portfolio	% Change vs. 3/31/21	Permitted by Policy	In Compliance
U.S. Treasury	\$68,883,532	9.6%	+0.3%	100%	✓
Federal Agency	\$115,283,086	16.0%	-3.3%	100%	✓
Federal Agency CMOs	\$11,582,721	1.6%	-0.3%	100%	✓
Supranationals	\$4,670,140	0.6%	-0.1%	30%	✓
Municipal Obligations	\$9,629,267	1.3%	-0.2%	30%	✓
Negotiable CDs	\$16,901,129	2.4%	-0.6%	30%	✓
Corporate Notes	\$52,313,793	7.3%	-1.0%	30%	✓
Asset-Backed Securities	\$10,417,243	1.4%	-0.2%	20%	✓
Securities Sub-Total	\$289,680,911	40.2%			
Accrued Interest	\$993,793				
Securities Total	\$290,674,704				
CAMP	\$334,038,704	46.4%	+6.8%	100%	✓
LAIF – Total	\$96,403,963	13.4%	-1.4%	\$75 million per account	✓
Total Investments	\$721,117,371	100.0%			

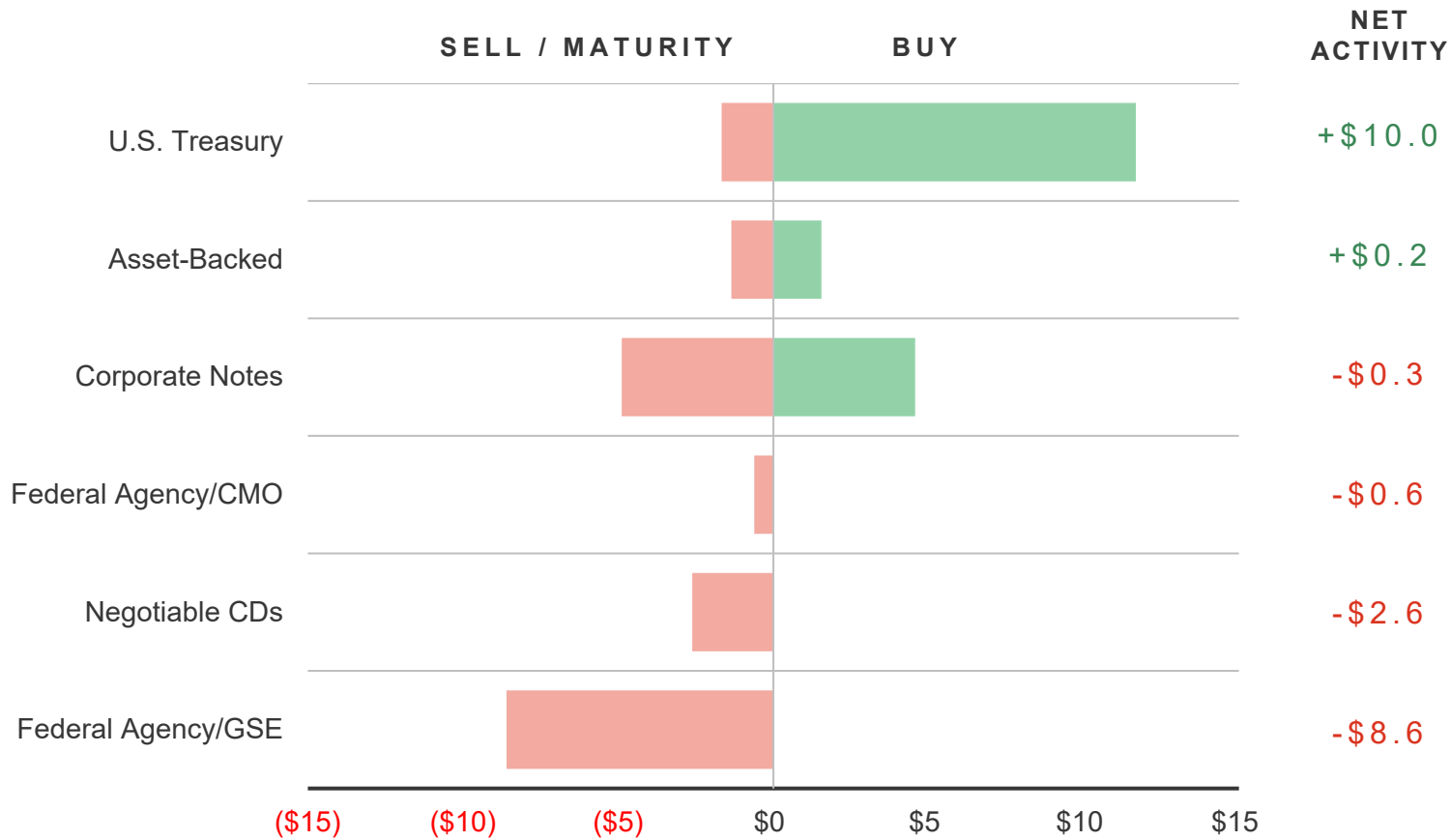


Second Quarter Strategy Recap

- ◆ We maintained core allocations in most sectors and carefully managed risk as we considered inflationary pressures and Fed policy uncertainty.
 - Continued to reduce allocations to federal agencies and bank CDs given low yields and narrow spread levels
 - Strategic selling of shorter-term corporates to extend into longer corporates
 - Narrow yield spreads across all sectors led to an increase in U.S. Treasury allocation
 - Modestly conservative duration posture relative to benchmark given low yields
 - Selective in seeking new additions in credit sectors (corporate notes and asset-backed securities)
 - Maintained high credit quality
 - Diversification was once again additive to performance with most non-Treasury sectors outperforming comparable Treasuries



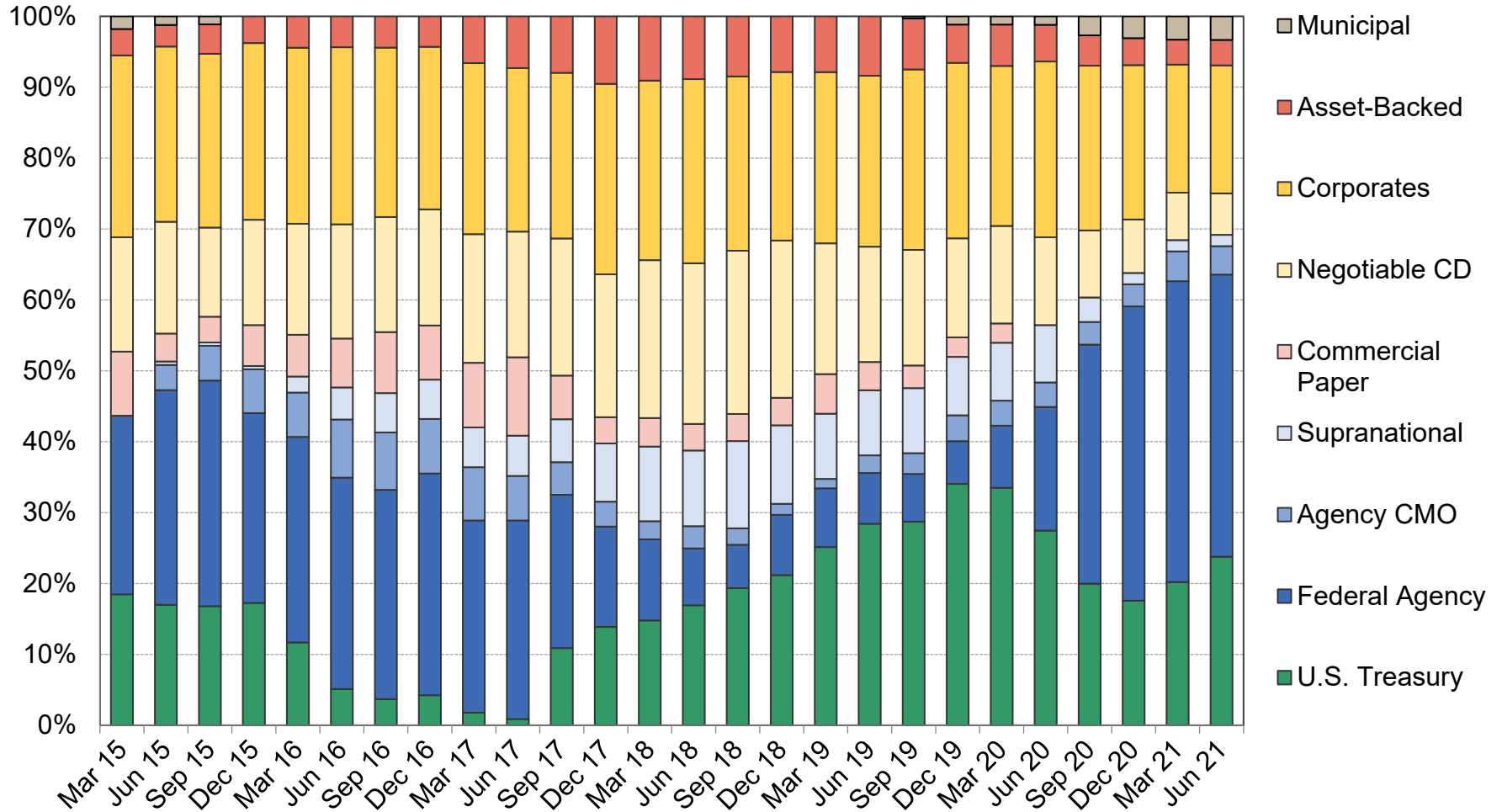
Second Quarter Trade Activity



Portfolio purchases, sells, maturities, and paydowns from 4/1/21 – 6/30/21.



Historical Sector Allocation—PFM-Managed Portfolio

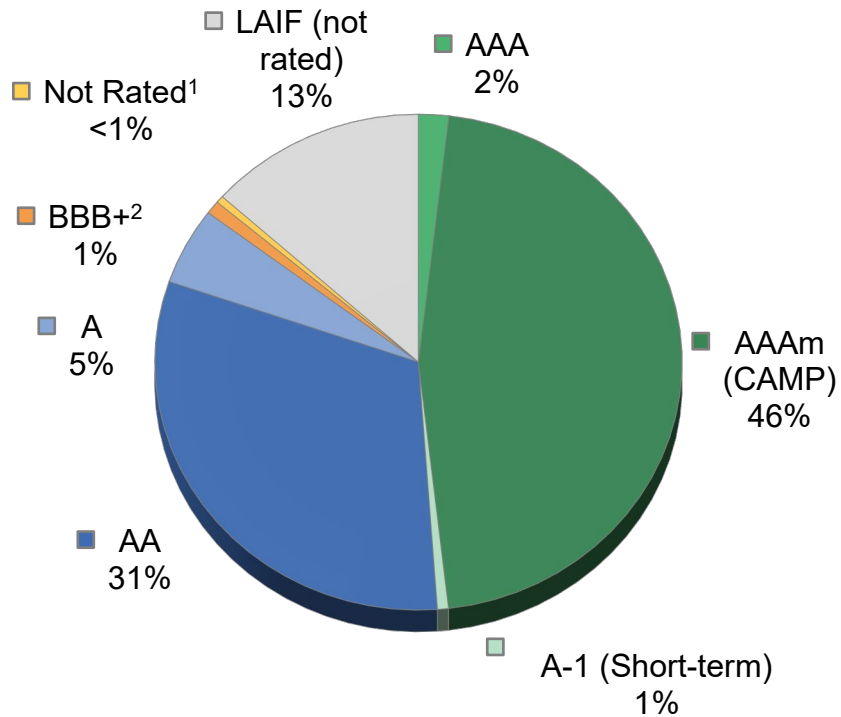




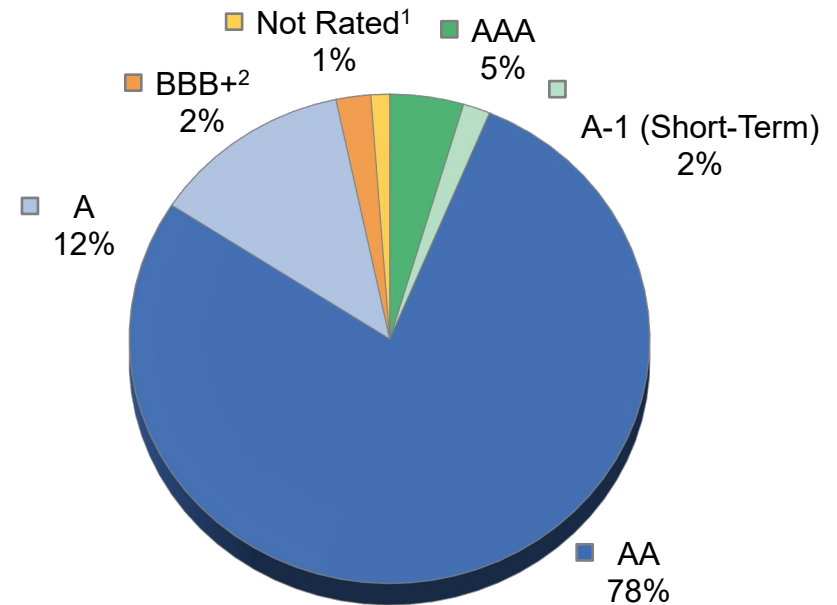
Portfolio Credit Quality

- The County's portfolio comprises high-quality securities.

Including Liquid Accounts



Excluding Liquid Accounts



As of June 30, 2021. Percentages may not sum to 100% due to rounding.

Ratings are based on Standard & Poor's.

1. The "Not Rated" category comprises asset-backed securities rated Aaa by Moody's.

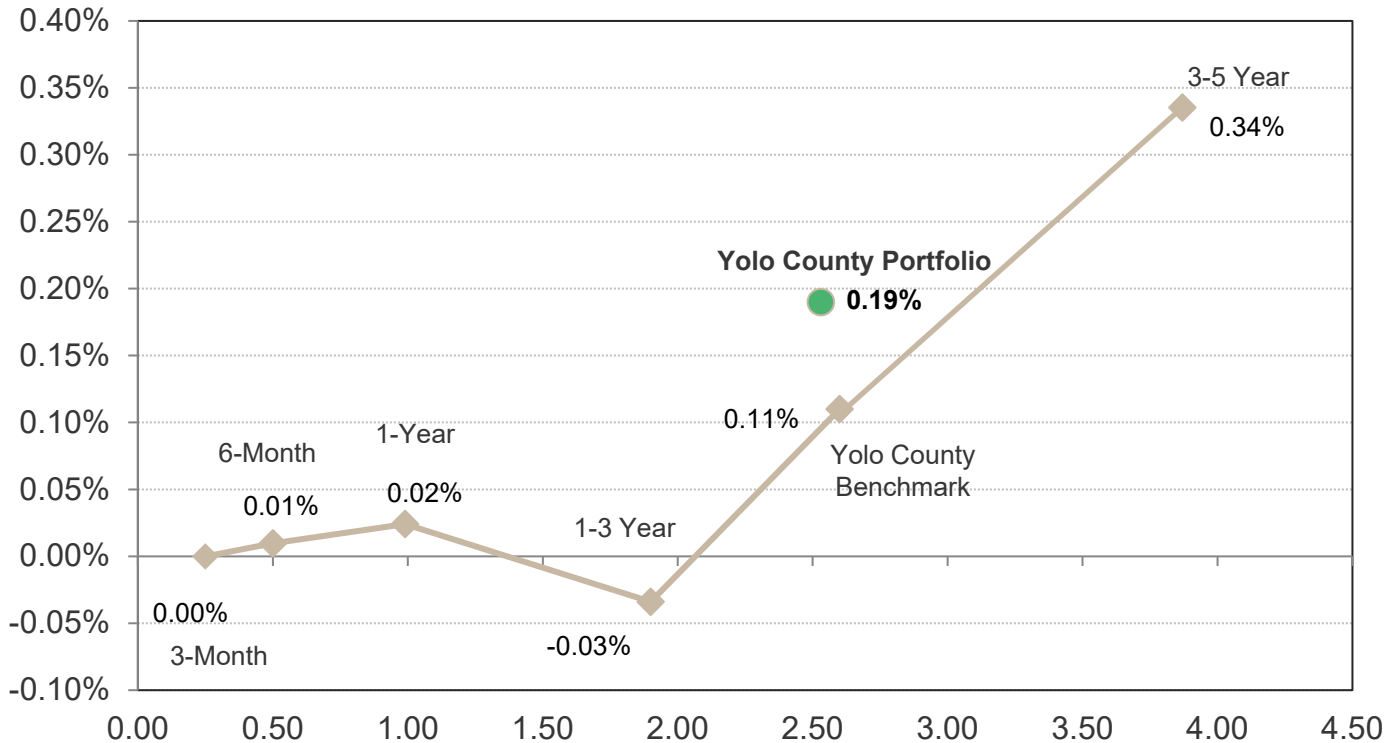
2. The "BBB+" category comprises securities rated in a rating category of A or better by at least one NRSRO.



Strong Return vs. Market; In Contrast to Q1, Longer Duration Performed Better in Q2

Quarterly Total Returns

Yolo County, Yolo County Benchmark, and Various ICE BofA Merrill Lynch Treasury Indices



Yields

Portfolio Yield and LAIF Quarterly Apportionment Rate	
Yolo County	1.31%
LAIF	0.33%

- For periods ending June 30, 2021.
- Yolo County yield is the weighted average yield at cost.
- Source: Bloomberg, LAIF website.
- Effective December 31, 2020, the County's benchmark is the ICE Bank of America Merrill Lynch (BAML) 1-5 Year U.S. Treasury Index. From September 30, 2017, to December 31, 2020, the benchmark was the ICE BAML 0-5 Year U.S. Treasury Index. From March 31, 2015, to September 30, 2017, the benchmark was a blend of 30% ICE BAML 3-month Treasury index and 70% ICE BAML 1-3 year U.S. Treasury Index. From March 31, 2002, to March 31, 2015, the benchmark was a blend of 50% ICE BAML 1-3 Year U.S. Treasury index and 50% ICE BAML 3-month Treasury Bill index. Prior to March 31, 2002, the benchmark was the ICE BAML 1-3 Year U.S. Treasury index.



Portfolio Maintains Strong Outperformance

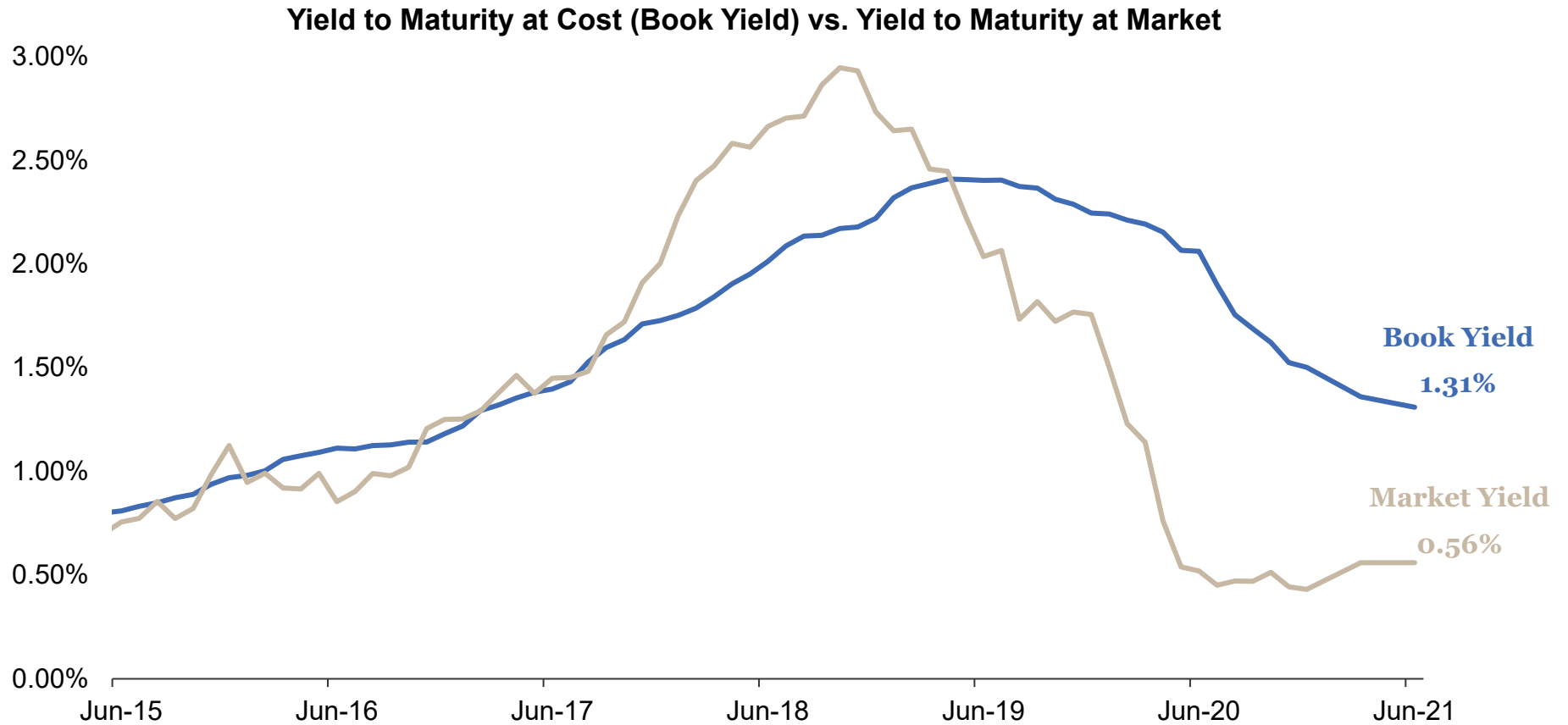
Total Return For periods ended June 30, 2021

	Duration (years)	2Q 2021	Past Year	Past 5 Years	Past 10 Years	Since Inception
Yolo County	2.53	0.19%	0.23%	2.11%	1.54%	3.11%
Treasury Benchmark	2.60	0.11%	-0.28%	1.72%	1.11%	2.49%
Difference	-	+0.08%	+0.51%	+0.39%	+0.43%	+0.62%

- Performance on a trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).
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- Inception date is June 30, 1998.
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Portfolio Maintains Higher Book Yield vs. Market Yield as Market Rates Remain Range-Bound



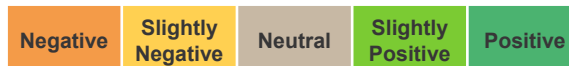
Portfolio data as of 3/31/21.



Fixed Income Sector Outlook – Third Quarter 2021

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	

● Current outlook ○ Outlook one quarter ago



Market Expectations for Balance of 2021

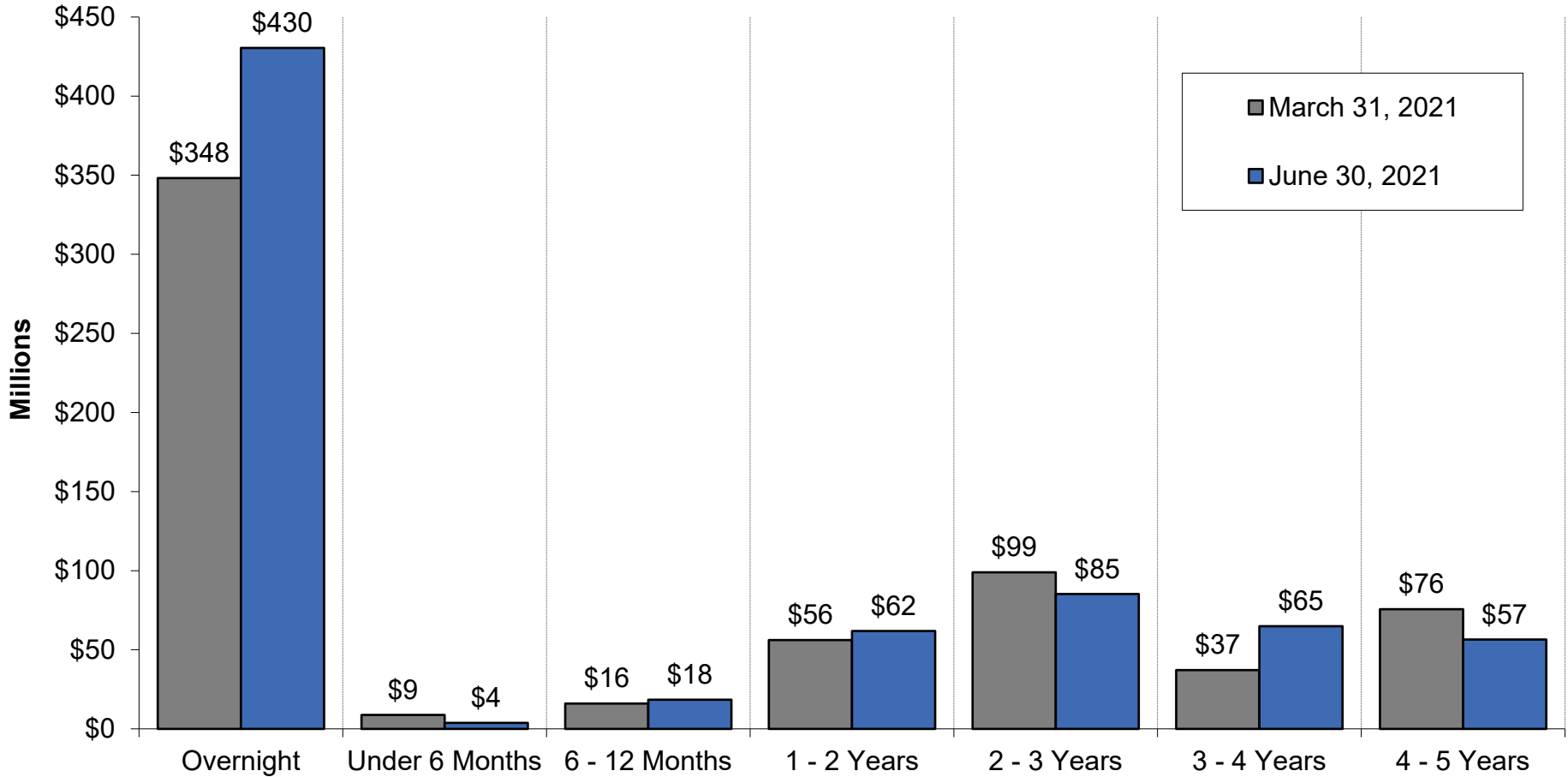
- Short-term interest rates are expected to remain near zero, anchored by Fed policy.
- Longer-term yields will respond to COVID-19 infection rates, U.S. economic growth prospects, and emerging inflation trends and could rise modestly.
- Credit fundamentals remain strong, supporting the corporate and asset-backed sectors.
- Yields spreads are narrow in all sectors, limiting attractive investment opportunities.
- Suspension of the U.S. debt ceiling expires on July 31; The Treasury Dept. can continue to fund the government by employing “extraordinary measures” to conserve borrowing capacity.



Additional Portfolio Information



Portfolio Maturity Distribution



Callable and floating-rate securities are included in the maturity distribution analysis to their stated maturity date.



Portfolio Issuer Distribution

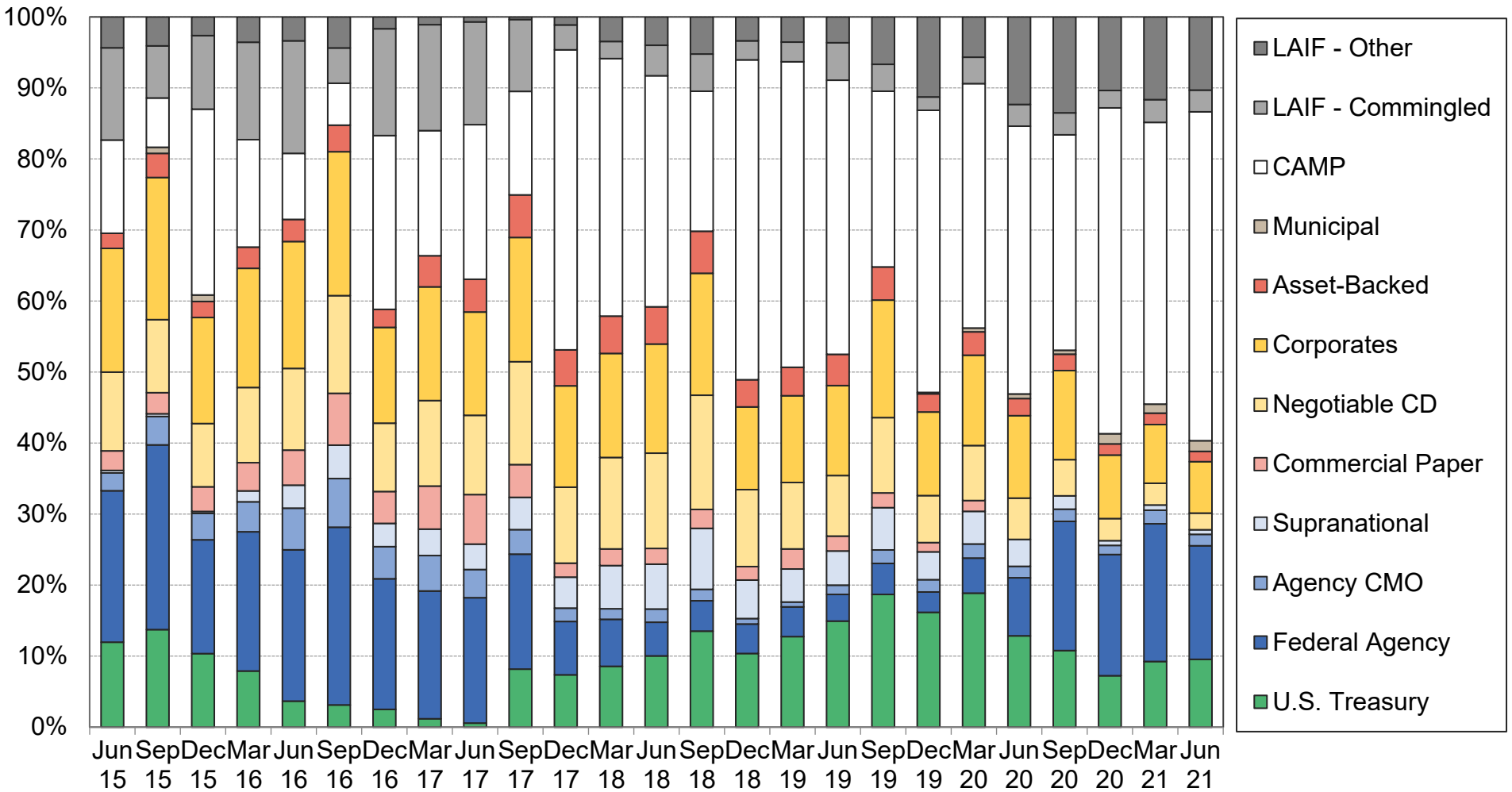
Federal National Mortgage Association	25.1%
U.S. Treasury	23.8%
Federal Home Loan Mortgage Corporation	14.9%
Federal Home Loan Bank	2.6%
Toyota Motor Corp	1.9%
Intl Bank of Reconstruction and Development	1.6%
Wal-Mart Stores Inc	1.5%
JP Morgan Chase & Co	1.4%
Nordea Bank Ab	1.4%
Skandinaviska Enskilda Banken Ab	1.3%
Federal Farm Credit Bank	1.3%
Apple Inc	1.2%
US Bancorp	1.1%
Carmax Auto Owner Trust	1.0%
Visa Inc	1.0%
Societe Generale	0.9%
Citigroup Inc	0.9%
State of California	0.9%
Cisco Systems	0.9%
Unitedhealth Group Inc	0.8%
3M Company	0.8%
Deere & Company	0.8%
Credit Suisse Group	0.8%
Florida State Board of Admin Fin Corp	0.8%
Bank Of America Co	0.8%
Goldman Sachs Group Inc	0.7%

Sumitomo Mitsui Financial Group Inc	0.7%
Intel Corporation	0.7%
DNB ASA	0.7%
Adobe Inc	0.7%
Nissan Auto Receivables	0.7%
Honda Auto Receivables	0.6%
Chevron Corp.	0.6%
Amazon.Com Inc	0.6%
United Parcel Service Inc	0.5%
Morgan Stanley	0.5%
Mastercard Inc	0.5%
BB&T Corporation	0.4%
Hyundai Auto Receivables	0.4%
Los Angeles Community College District	0.4%
National Rural Utilities Co Finance Corp	0.4%
University Of California	0.3%
State of Maryland	0.3%
San Diego Community College District	0.3%
California State University	0.3%
New Jersey Turnpike Authority	0.2%
Capital One Prime Auto Rec Trust	0.2%
Burlington Northern Santa Fe	0.0%
California Department of Water Resources	0.0%

Percentages exclude the portfolio's CAMP and LAIF holdings.

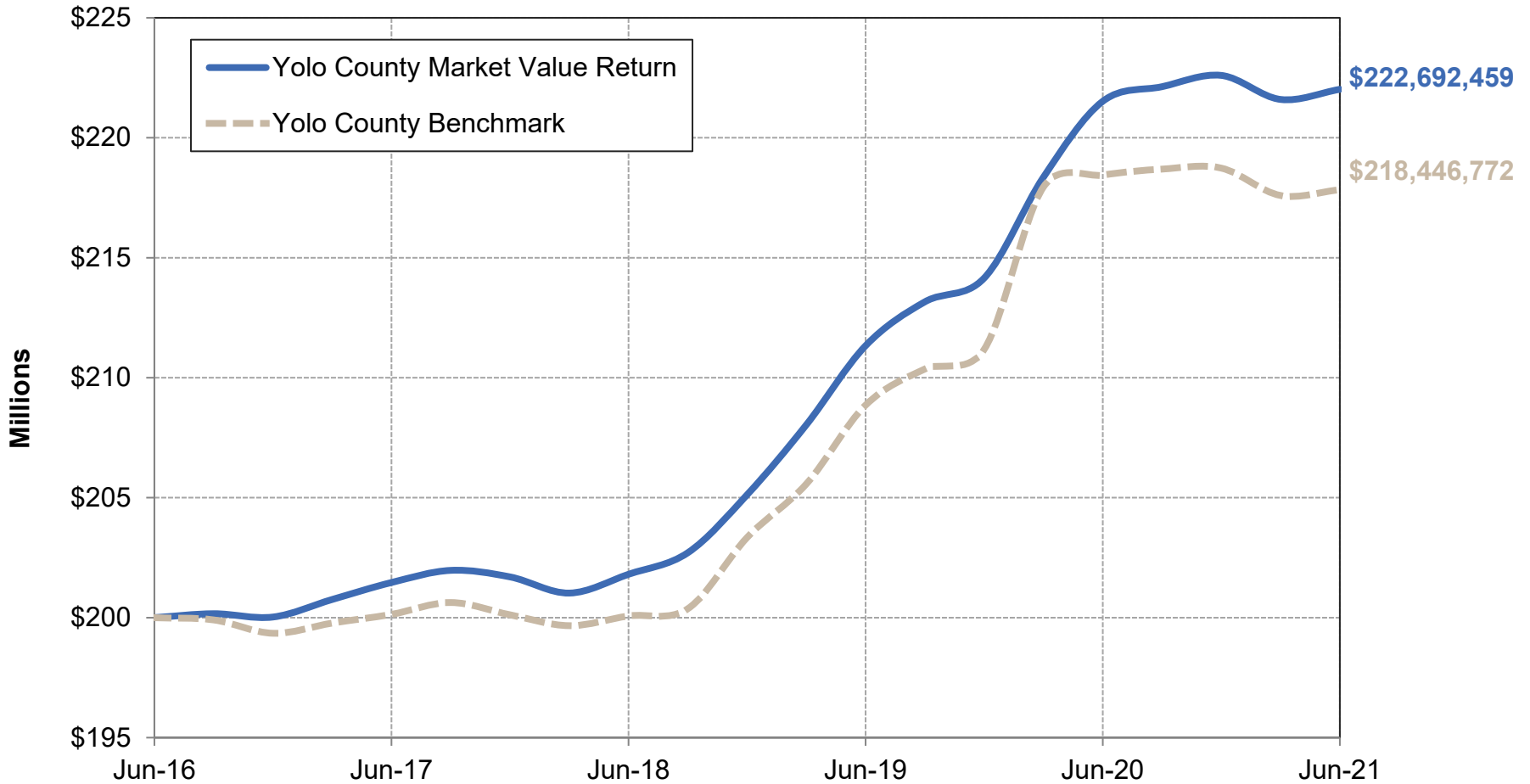


Historical Sector Allocation—All Funds





County's Strategy Continues to Be Effective



- Source: Bloomberg.
- Hypothetical growth of \$200 million.
- Past performance is not indicative of future performance.



Fiscal Year Accrual Basis Earnings

INVESTMENT PORTFOLIO				
Date	Month-End Amortized Cost Value	Portfolio YTM at Cost	Actual Accrual Basis Earnings ¹	Earnings Rate ²
Jul-20	\$288,310,119	1.90%	\$756,012	1.90%
Aug-20	\$288,868,694	1.76%	\$732,825	1.76%
Sep-20	\$288,596,518	1.69%	\$481,242	1.69%
Oct-20	\$289,505,462	1.62%	\$579,541	1.62%
Nov-20	\$288,682,877	1.53%	\$498,948	1.53%
Dec-20	\$288,329,936	1.50%	\$466,948	1.50%
Jan-21	\$293,305,452	1.41%	\$724,665	1.41%
Feb-21	\$288,686,785	1.36%	\$428,206	1.36%
Mar-21	\$288,178,985	1.36%	\$327,652	1.36%
Apr-21	\$287,685,219	1.32%	\$349,068	1.32%
May-21	\$287,118,376	1.30%	\$370,543	1.30%
Jun-21	\$286,376,442	1.31%	\$309,720	1.31%
Actual FY 20-21 Total			\$6,025,367	

1. Earnings for the period 7/01/2020 – 6/30/2021 are actual earnings and include realized gains/losses.
2. Earnings rates calculated based on the yield to maturity at cost through 6/30/2021.



Disclosures

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness, or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some but not all of which are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

Thank You



pfm



Executive Summary – Second Quarter 2021

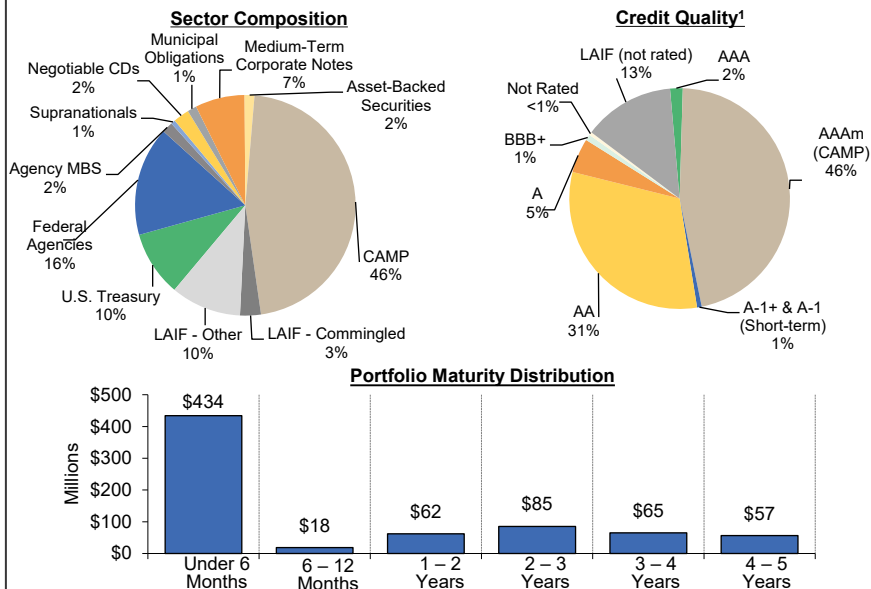
Portfolio Review

- The portfolio is in compliance with the California Government Code and the County's Investment Policy.
- The portfolio is well diversified by sector, issuer, and maturity and is of high credit quality.
- The portfolio has sufficient liquidity to meet the County's cash needs.
- Sector allocations were maintained during the quarter and risks were carefully managed as inflationary pressures and Fed policy uncertainty were considered. Due to narrow spreads, federal agency holdings were reduced over the quarter and new additions in credit sectors were selectively added.
- The portfolio was managed with a modestly conservative duration posture, relative to the benchmark, as rates were expected to stay stable and in a low range. For the quarter, longer maturities outperformed shorter maturities as rates on longer maturities fell.

The Economy

- Economic conditions during the quarter ended June 30, 2021, were characterized by the following: dramatically lower COVID-19 caseload as vaccinations ramped up, balanced with waning vaccine demand and the emergence of more infectious variants; strong consumer data supported by ongoing fiscal stimulus measures; elevated inflation fueled by surging economic activity amid labor and supply chain shortages; and a late-quarter pivot from the Federal Reserve, as anticipation of bond purchase tapering gained traction and the timeline for expected rate hikes was pulled forward.
- The U.S. Treasury yield curve flattened modestly over the quarter. Longer term yields retraced some of their significant moves higher in the first quarter, while shorter term yields inched higher off rock-bottom lows. Nevertheless, short-term maturities (less than two years) remain near historically low levels. Despite the decline in yields on longer term maturities the curve remains relatively steep.

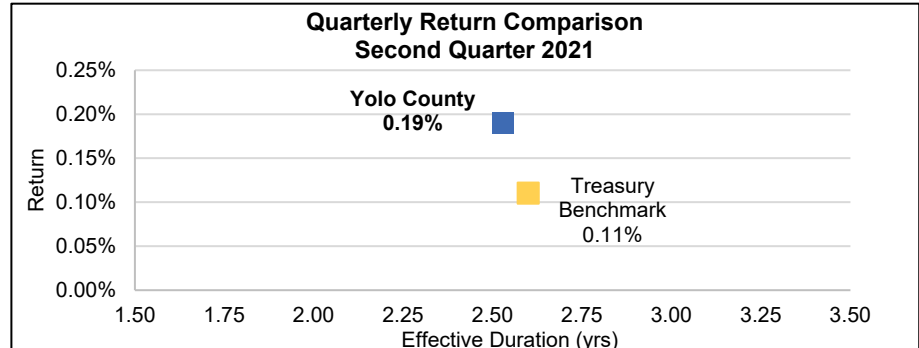
Portfolio Profile as of June 30, 2021



1. Ratings based on Standard & Poor's. Securities held in the County's portfolio are in compliance with California Government Code and the County's investment policy dated December 2020.

	Quarter	Annualized Return 1 Year	Annualized Return 5 Years
Yolo County Total Return ¹	0.19%	0.23%	2.11%
Treasury Benchmark Total Return	0.11%	-0.28%	1.72%
Net Apportionment Rate	0.12%	-	-

Note: ¹PFM managed portfolio only.



*The County's benchmark is the ICE Bank of America Merrill Lynch (BoAML) 1-5 Year U.S. Treasury Index, as of December 31, 2020. From September 30, 2017 to December 21, 2020 the benchmark was the ICE BoAML 0-5 Year U.S. Treasury Index. From March 31, 2015 to September 30, 2017 the benchmark was a blend of 30% ICE BoAML 3-month Treasury index and 70% ICE BoAML 1-3 year U.S. Treasury Index. From March 31, 2002 to March 31, 2015 the benchmark was a blend of 50% ICE BoAML 1-3 Year U.S. Treasury index and 50% ICE BoAML 3-month Treasury Bill index. Prior to March 31, 2002 the benchmark was the ICE BoAML 1-3 Year U.S. Treasury index. Returns greater than one year are annualized.

10. 5. Monthly Board Financial Report

Description

Per request of the County Board of Education, attached is the current financial report for August 2021.

Recommendation

For information only.

Supporting Documents



September Board Meeting (Aug)

Contact Person

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

OBJECT NUMBER	DESCRIPTION	ADOPTED BUDGET	BUDGET ADJUSTMENTS	CURRENT BUDGET	INCOME/EXPENSE	BUDGET BALANCE	BUDGET % USED
REVENUE DETAIL							
	REVENUE LIMIT SOURCES :	11,196,023.00		11,196,023.00	310,758.00	10,885,265.00	2.77
	FEDERAL REVENUES :	6,649,256.00		6,649,256.00	1,993.00	6,647,263.00	0.02
	OTHER STATE REVENUES :	3,638,185.00		3,638,185.00	236,208.08	3,401,976.92	6.49
	OTHER LOCAL REVENUES :	7,589,240.00		7,589,240.00	72,934.50	7,516,305.50	0.96
* TOTAL YEAR TO DATE REVENUES	* *	29,072,704.00 *	.00 *	29,072,704.00 *	621,893.58 *	28,450,810.42 *	2.13

EXPENDITURE DETAIL							
	CERTIFICATED SALARIES :	6,682,079.00		6,682,079.00	828,277.99	5,853,801.01	12.39
	CLASSIFIED SALARIES :	7,984,580.00		7,984,580.00	1,115,828.33	6,868,751.67	13.97
	EMPLOYEE BENEFITS :	6,719,744.00		6,719,744.00	705,516.37	6,014,227.63	10.49
	BOOKS AND SUPPLIES :	920,842.00		920,842.00	22,764.53	898,077.47	2.47
	SERVICES, OTHER OPER. EXPENSE:	7,320,092.00		7,320,092.00	442,591.99	6,877,500.01	6.04
	CAPITAL OUTLAY :	153,016.00		153,016.00	35,676.09	117,339.91	23.31
	DIRECT SUPPORT/INDIRECT COSTS:	359,687.00-		359,687.00-	.00	359,687.00-	0.00
* TOTAL YEAR TO DATE EXPENDITURES	* *	29,420,666.00 *	.00 *	29,420,666.00 *	3,150,655.30 *	26,270,010.70 *	10.70

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
ASSETS AND LIABILITIES :				
9110	CASH IN COUNTY TREASURY		1,159,817.78-	1,159,817.78-

***Estimated beginning balance will be provided during the board meeting.

11. Suggested Future Agenda Item(s)

Description

- *Trustee Moreno -Report on why students decided not to return to campus (survey data).*
- *Trustee Moreno - Report on Native American Workgroup - curriculum adoption process and calendar (October/November meeting)*
-
- Board Retreat items:
- Board Study Session/presentation on accountability and curriculum (hearing from students second language learners and parents on issue).
- Statement on YCOE's collective view that will set tone and template for future trustees on the budget.
- Create a sheet listing COE property leased and/or owned (amounts owed - annual payment) for future use
- Document to share with Board to close out YCCA and the required steps in this process with lessons learned as a future board meeting item. Also a short financial report on this item.

12. ADJOURNMENT
