



YOLO COUNTY BOARD OF EDUCATION REGULAR MEETING

11/08/2022 03:30 PM

Yolo County Office of Education | 1280 Santa Anita Court, Suite 120, Woodland, CA
95776 | Conference Rooms
and ZOOM VIDEO
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.



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BOARD MEMBERS

Melissa Moreno, President
Tico Zendejas, Vice President
Elizabeth Esquivel
Carol Souza Cole
Shelton Yip

This meeting is being agendized to allow Board members, staff and the public to participate in a hybrid meeting via in-person and by teleconference, pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361). Government Code section 54953(e)(1) 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 teleconference.

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Webinar ID: 976 3772 8971

Further instructions on how to submit your public comments can be found in the *Public Comment* section of this agenda.

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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, Woodland, CA 95695. To address the Board concerning an item on the agenda, please complete the form provided at the door.

- By phone:

1. Call the Zoom phone number and enter the webinar ID for the meeting you wish to make public comment.
2. Meeting information and phone number can be found at: <https://www.ycoe.org>(<https://simbli.eboardsolutions.com/SU/FINjDwJ0mTQA5kpluss8VSV4A==>)
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Comments may not exceed three (3) minutes.

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 - d. Committees

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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. October 11, 2022 Regular Board Meeting
- b. TCC's
- c. Resolution of the Yolo County Board of Education Regarding Brown Act Compliance and Teleconferencing Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, During the COVID-19 Pandemic.

4. ACTION ITEMS 37

- 1. Reading of Board Bylaw 9220 - Governing Board Elections  38
Staff recommends that the Board adopt the revised Board Bylaw 9220 - Governing Board Elections.


5. INFORMATION ITEMS 52

- 1. Empowering Possibilities International Charter (EPIC) Annual Report  For Information. 53

- 2. Head Start/Early Head Start  75
The following reports are being presented to the Board as information:

- a. Enrollment update - this is a standing report to the Board (Not included for this meeting)
- 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

- 3. Cesar Chavez Attendance Report  107

- 4. Initial Proposal to the Yolo County Superintendent of Schools from the California School Employees Association and its Yolo County Office of Education Chapter No. 369 ("CSEA") to the Yolo County Office of Education ("COUNTY OFFICE") Regarding the 2022-2025 Successor Agreement Negotiations  115
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- 5. Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Certificated Employees  117



YOLO COUNTY BOARD OF EDUCATION REGULAR MEETING

11/08/2022 - 03:30 PM

Printed: 11/03/2022 11:43 AM

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7. A-G Grant 121
 For Information

8. 2022-23 First Quarterly report on Williams Uniform Complaints for YCOE Schools 130
 For Information

9. Monthly Board Financial Report 132
 For information only.

10. Set Date of Organizational Meeting in December 2022 134
 That the Board at its November 8, 2022 Regular Board Meeting, schedule the Annual Organization Meeting on Tuesday, December 13, 2022 at 3:30 p.m. The Board will review the attached policies and recommend revisions, if necessary, and be prepared to elect new officers, adopt a 2023 meeting calendar, and make committee appointments at the December 13, 2022 Regular meeting.

11. Suggested Future Agenda Item(s) 145

6. ADJOURNMENT 146

AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:

- Four calendar days prior to the meeting, a full Board packet is available for review at the office of the Yolo County Office of Education Reception Desk, 1280 Santa Anita Court, Suite #100, Woodland (8:00 a.m. - 5 p.m., Monday through Friday - excluding County Office of Education holidays).
- Agenda documents distributed to the Board less than 72 hours before the meeting will be made available at the office of the Yolo County Office of Education Reception Desk, 1280 Santa Anita Court, Suite #100, Woodland (8:00 a.m. - 5:00 p.m., Monday through Friday - excluding County Office of Education holidays). [Government Code section 54957.5]
- Board Agendas are posted outside the YCOE Administrative Office building at 1280 Santa Anita Court, Suite #100 and #120, in weather-protected glass cases.
- 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
- The Yolo County Office of Education does not discriminate against persons with disabilities and is an accessible facility. Persons with disabilities who wish to attend this meeting and require assistance in order to participate should contact the Executive Assistant to the Superintendent at (530) 668-3702 at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility. Language translation services and American Sign Language (ASL) interpreters will be provided with a minimum notice of three (3) business days prior to the meeting.



1. OPENING PROCEDURES



1. 1. Call to Order and Roll Call

1. 2. Indigenous Land Acknowledgement Statement

Description

Indigenous Land Acknowledgement

We should take a moment to acknowledge the land on which we are gathered. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil Dehe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Band of Wintun Indians, and Yocha Dehe Wintun Nation.

The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.

Approved by Yocha Dehe Tribal Council (July 23, 2019)

1. 3. Pledge of Allegiance

1. 4. Approval of Agenda

Recommendation

Motion to approve Agenda.

1. 5. Public Comment

Quick Summary / Abstract

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2. REPORTS

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

Quick Summary / Abstract

- a. Board Reports
- b. Superintendent
 - i. Employee of the Month - Lisa Munoz - Vasquez
- c. Superintendent's Advisory Team (SAT)
- d. Committees

Supporting Documents

-  EMPLOYEE OF THE MONTH
-  Admin Services update 11.2022
-  Educational Services October 2022 Board Report

****EMPLOYEE OF THE MONTH****

On behalf of the Superintendent's Advisory Team, it is my pleasure to
announce

Lisa Munoz-Vasquez
Youth Advocate
Alternative Education

as the Employees of the Month for November.

Lisa started with Cesar Chavez Community School in August and we have been impressed with her passion to serve our youth. She has been instrumental in increasing attendance at our school and has already developed strong relationships with staff and students. Lisa always has a smile on her face and is always ready to support our students and advocate for them when needed. Lisa is not afraid to share her thoughts to ensure that as a team, we do what is best for our students. Lisa has also helped increase parent engagement through constant contact with them. She is always ready to go above and beyond. She has been an amazing addition to our team.

Congratulations Lisa!

ADMINISTRATIVE SERVICES NOVEMBER 2022 UPDATES

Crissy Huey - Associate Superintendent, Administrative Services

External Business Services

Director, Veronica Moreno

- 100% of EBS staff completed the YCOE engagement survey and enjoyed a pizza party celebration as a result.
- Director Moreno completed reviews of the 21/22 unaudited actuals reports from school districts and charter schools.

Internal Business Services

Director, Debra Hinely

- Audit visit October 31-November 1
- Working on the First Interim report to be presented to the board in December.
- Creating training processes and materials for newly hired and veteran administrative support staff.
- Continue working with Informed K-12 on creating electronic mileage and travel & conference forms.

Support Operations Services

Director, Matthew Juchniewicz

- The playground equipment for the Woodland United Methodist Church has been ordered.
- Plans for HVAC projects at Esparto Head Start and Woodland Central Center are in the works.
- Working on plans for an outdoor eating area at Alyce Norman.
- Some structural issues at Greengate have been identified. Through a licensed structural engineer, we are ensuring that it is safe and we will be pursuing a project to permanently remedy the issue.
- Met with our architects for the ECE Expansion and Cesar Chavez Community School Outdoor Project for a proposal.
- A pilot site for the emergency operations plan has been identified and we will begin planning assessments.

Information & Technology Services

Director, Carl Fahle

- **CESAR CHAVEZ SECURITY CAMERAS:** Security Cameras have been installed at Cesar Chavez and will provide basic monitoring and recorded footage review for situations that may benefit from event recordings.
- **CONFERENCE/MEETING ROOM TRAININGS FOR YCOE STAFF:** Administrative Secretarial staff received training on procedures, scheduling, setup, and use of the four large conference center rooms, the Santa Anita meeting spaces, and Community room. The training included options for using the integrated Zoom Room function and traditional PC access for in-person, remote, and hybrid meetings.
- **QCC OASIS WEB:** Staff in the IT Data Services group in partnership with External Business Services have started evaluating and testing a new browser-based version of the agency's financial information system, QCC, from Harris Solutions. This is a continuation of the department's work to move away from legacy, locally installed applications, to web-driven

services that can be accessed securely and easily from any web browser capable device. The new application includes important improvements and enhancements to the FIS interface and functionality and advances the goal of ensuring continuity of services and business functions, even when on-site access is limited or restricted.

- **DIGITAL MILEAGE FORM (IK12):** Staff in IT have been piloting a soon-to-be-released online mileage routing and approval form.
- **BROADBAND FOR ALL SUMMIT:** The ITS Director participated in the Fall 'Broadband for All Summit & State Digital Equity Planning and Broadband, Equity, Access, and Deployment Planning Kickoff' meeting hosted by the California Department of Technology, the California Public Utilities Commission, and several other state partners. Additionally, Director Fahle attended the California Cybersecurity Education Summit 2022 with hundreds of IT leaders, state officials, COEs, and business leaders to discuss the important work, initiatives, and needs for the future to address cybersecurity in California institutions.

**EDUCATIONAL SERVICES DIVISION
OCTOBER 2022
BOARD REPORT**

Early Childhood Education
Shannon McClarin, Director

YCOE ECE Student Intern Program

We are starting up our YCOE ECE Student Intern Program with Woodland Community College students and we presented the program during two class sessions at Woodland Community College on September 19. We invited interested students to attend an informational meeting the following week at YCOE and as a result of that meeting, we had several students interested to participate in the YCOE ECE Intern Program in the Spring Semester once they complete the required 9 ECE units. We also had one ECE student ready and interested to begin the program this semester and we are excited to bring her aboard.



Head Start

We utilize the Desired Results Developmental Profile (DRDP) to measure developmental progress across multiple domains for our children. Teachers make observations and rate progress three times a year and share those results with parents during parent/teacher conferences. Teaching staff analyze the results and plan for individual and group instruction. Our Head Start teaching staff began using the Learning Genie program for their child observations this year. This digital platform allows teaching staff to record observations using a tablet. Teachers can include photos and verbally record observations which are transcribed into text. Teachers can also tag multiple measures for one observation, as well as multiple children included in the observation. This reduces the workload for our teaching staff and increases efficiency. The Learning Genie also has a parent engagement component, which allows teachers to communicate with parents through the

app by sending messages, reminders, stories, songs as well as learning activities. Parents can record their child as well and send it to the teacher as a way to provide evidence toward the DRDP measures, as well as In Kind contributions.

Carry Over Funds

In the 2021-2022 program year, the Office of Head Start allowed our program to carryover unspent funds from the previous fiscal year due to the pandemic. We were able to accomplish many of the tasks in the carryover plan we submitted; however, we did not complete some of our outdoor learning environment projects. We can carry over those unspent funds into Year 5 of our grant, and our Policy Council approved this at our September Policy Council meeting. The plan for these carryover funds is to improve the outdoor play yard at our Montgomery HS/EHS site, replace the play structure at our Woodland Central Head Start and improve the outdoor space at our Esparto Head Start center.

Equity and Support Services

Dr. Al Rogers, Assistant Superintendent

The Yolo COE continues to prioritize student wellness and development needs making strategic reassignments to maximize performance and results. Principal Gayelynn Gerhart began service as YCOE's new Director of Special Projects: Student Services September 26, 2022. Director Gerhart's duties include but are not limited to management and coordination of the following:

- California School Leadership Academy
- Community School Implementation advisory
- Testing Services for YCOE students and programs; support of Yolo County programs
- Title II services
- Services, programs, and reporting associated with the Educator Effectiveness grants and funded programs and services
- Emergency Operations Plan

Additionally, in collaboration with the Director of Wellness and Intervention, Director Gerhart will support the Pupil Services Network, a community of practice designed to support the work of Student Services leads serving in Yolo County school districts and charter schools.

Dr. Heather Schlaman assumed leadership of Chavez Community School Monday September 26, 2022. Dr. Schlaman brings a wealth of experience leading high schools and is an expert at student learning methods and curriculum. While retaining duties associated with YCOE's EL Rise program, Dr. Schlaman will assume supervisory duties of Alternative Education services including the principalship of Cesar Chavez Community School.

- These strategic deployments are designed to enhance the quality of student experience and outcomes by streamlining the service delivery model at school sites and making the considerable knowledge and skills of these two leaders accessible across Yolo County. We have engaged all members of the Yolo County Board of Supervisors regarding the Youth Commission; each have expressed enthusiastic support for the Commission and comfort

with the process for developing a list of youth commission applicants and a process for training and support.

- Over the next month our school districts will be evaluating the performance of specialized programs and reporting on fund expenditures for the following:
 - ESSER I
 - Governor’s Emergency Education Relief (GEER)
 - ESSER II
 - ESSER III
 - Homeless Children and Youth
 - Expanded Learning Opportunities Grants

- Districts and our county offices of education have successfully uploaded student performance data on local indicators to the California School Dashboard. This will give communities the opportunity to understand the effects of their efforts at intervention and support and inform any changes or upgrades in service. The 2022 Dashboard will include state indicators on:
 - Academic performance in ELA and Math
 - Chronic Absenteeism
 - Suspension rates
 - English Learner Progress
 - Graduation rates
 - (This year there will not be a College Career Indicator included)

- The complete dashboard results should be released for public viewing by December.

- Dr. Sonia Quinones Rambo, our new Director overseeing the Student Services Division started this month. Dr. Rambo is working to fill vacancies in this department:
 - Program Specialist 1;
 - Foster Youth and Homeless Services Outreach Specialist;

Prevention and Wellness

Sonia Rambo, Director

The Prevention and Wellness Department has been transitioning staff. The new Director of Prevention and Wellness, Dr. Sonia Rambo, started on September 19 and is getting acclimated to the resources and services available for our Foster Youth and students experiencing homelessness. Dr. Rambo also leads the Tobacco Use Prevention Education (TUPE) program and Social Emotional Learning. As a former Middle School Principal and believer in supporting the whole child, Dr. Rambo is exploring resources that will support our students in Yolo County and help meet student needs. We anticipate filling two other positions in the department within the next month and look forward to seeing what we can accomplish together once fully staffed. Interviews for the Director of Prevention & Wellness took place, and a candidate is pending.

Special Projects

Gail Nadal, Director

School Districts and Charter Schools with TK Expansion classrooms were required to submit UPK Survey to the CDE by September 30, 2022. This information had been assessed earlier in the school year with the development of the school district UPK Plan that was publicly shared with the Board of the school district.

TK Expansion had a successful start to the new school year with the students learning about the campus, navigating the playground, their new classrooms and making new friends in the classrooms. It is a longer day for some of the students and the teachers are recognizing the need to give these younger students time to ‘refuel’ by allowing some calming times during the early afternoon. TK is meant to be the first year of a two-year Kindergarten program and the children are enjoying the many opportunities for learning in each day. Most important are the relationships and bonds being established.

Special Projects has embraced the Inclusive Early Education Expansion Program (IEEEP) responsibility that has been shifted on a temporary basis until the position is filled to manage this program. The program has “hit the ground running!” with session of the CA Teaching Pyramid available to those that work with younger age students and emphasizes the social emotional and challenges that sometimes comes upon students that are just learning about going to school and making friends. There are five sessions/ modules held on Saturdays from 8:30 – 4:30 pm. Lunch and snacks are provided, and the participants receive a stipend if they complete the sessions. Most importantly, the participants learn strategies in understanding ways to cope and developing positive relationships with others.

Special Projects and ECE have joined together to initiate an ECE Task Force looking at continuous improvement and aligning with the framework of the Roadmap to the Future for Children, Youth and Families. If you have anyone that would be a great addition to this group, please let us know so that we can have those experts on this Task Force thinking about the future for 0 – 8-year-old.

Special Education

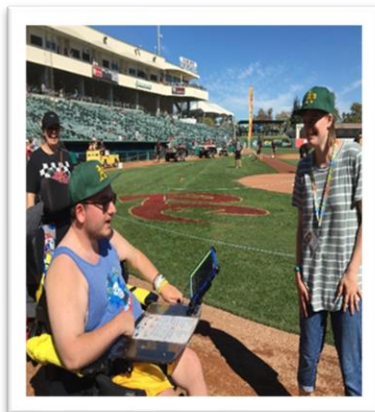
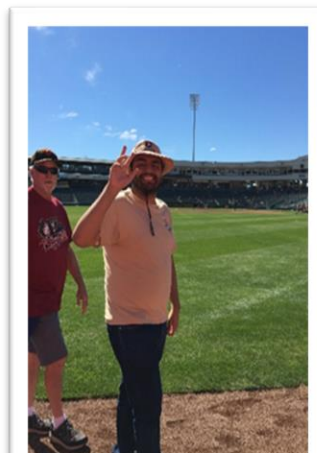
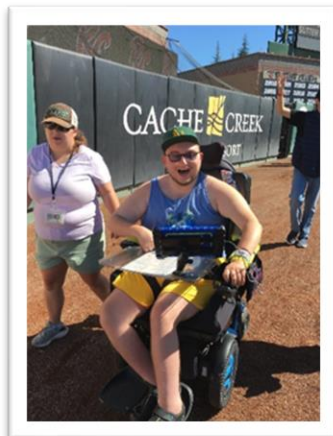
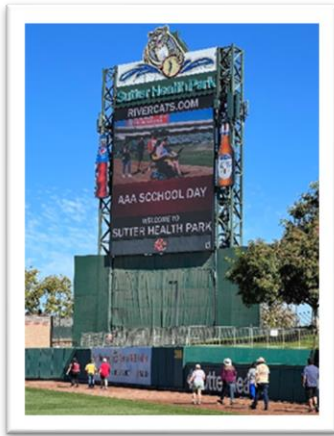
Marty Remmers, Director

Our previous information session scheduled with the Yolo-Solano Center for Teacher Credentialing (YSCTC) was postponed. In the spirit of One YCOE, our department continues to collaborate across all disciplines here at YCOE in addition to our partners in the community to fill our open staff positions. Our goal is to work with YSCTC to make it as easy as possible for our in-house classified staff to complete the intern teaching program and then come work for YCOE as a teacher once they complete the program. We postponed the information session to give us a little more time to shore up some resources and create a plan that ensures that our YCOE classified staff who complete the program will come work for YCOE, not another organization.

Greengate School will be hosting its annual Harvest Festival on October 26, 2022. Be on the lookout for an official invite and more information on the event.

YCOE is committed to ensure Students with Disabilities will have inclusive opportunities throughout the continuum per their Individualized Family Service Plan (IFSP) or Individualized Education Plan (IEP) in their Least Restrictive Environment (LRE) by providing general education access through curriculum, peers, resources, and community as appropriate annually. With classes well underway at all our sites, approximately 65% of our Horizon students are mainstreamed in at least one general education class.

Our Adult Living Skills Class was recognized on 9/27/22 by the Sacramento Rivercats during their AAA School Day at the Park. Our program and students were announced at the game, participated in a parade on the field, met some of the players, and they even made it on the Jumbotron!



Teaching & Learning

Deb Bruns, Director

Adulting 101: YCOE, in partnership with the Woodland Public Library, hosted Adulting 101: Life Skills for Teens on Saturday, September 10th. Approximately one hundred Yolo County teens attended the event, which included keynote speakers and workshops from approximately twenty different presenters representing Yolo County community organizations, local businesses, and local colleges. YCOE College Career Readiness (CCR) staff presented a workshop that empowered teens with tools to learn about college and career opportunities, including how to identify a career field that fits their passions and strengths.

Work Ready Certificate: College and Career Readiness (CCR) staff have been working on updating the Yolo Work Ready Certificate, with a focus on building co-ownership in the program with school districts and community organizations. Over twenty-five different representatives from schools' partners and community organizations whose work includes mentoring youth as they prepare for the workforce have participated in workgroup meetings. Karen Swan and Ân Ta gave a presentation at the September Yolo Workforce Innovation Board about the work.

Career Technical Education Incentive Grant (CTEIG) proposal has been submitted to continue work to support Yolo County Career Preparation (YCCP) at Chavez and YCOE's CTE supports to school districts

English Learner Roadmap Implementation for Systemic Excellence (EL RISE) sessions for 2022-23 are underway including the second year of the Secondary Teachers Strand on September 27th and Administrators on October 11th (in-person at YCOE!).

We are excited to be offering Positive Behavior Supports & Interventions (PBIS) Implementation Support trainings in-person for Washington USD and Woodland JUSD site teams. The Yolo County PBIS Consortium - now in its fourth year - includes all five districts and over thirty-five school sites.

All Williams Monitoring site visits for instructional materials have been completed. No insufficiencies were identified. The report will be presented to YCBE at the November meeting.

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Supporting Documents



10-11-22 Minutes



TCC's October 2022 6 totals



Remote Meetings Resolution YCBOE 11-8-22

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: October 11, 2022
MINUTES

1.0 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on October 11, 2022 at 3:30 p.m. at a Regular Board meeting session in person and via Zoom. Board Members present were: Carol Souza Cole, Elizabeth Esquivel, Shelton Yip, Tico Zendejas. Melissa Moreno was absent. Vice President Zendejas presided. Superintendent Garth Lewis was present. (Roll Call held).
- 1.2 Land Acknowledgement Statement. The land acknowledgement statement was conducted.
- 1.3 Pledge of Allegiance. The pledge of allegiance was conducted.
- 1.4 Approval of Agenda.

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

- 1.5 Public Comment.
None.

2.0 REPORTS

2.1 Board Reports

Trustee Yip

- Trustee Yip needs to leave the meeting at 5:15 pm.
- Thanked the administrators for their hard work and wished them a Happy School Administrators Week as they keep us moving forward!
- Attended the Excellence in Education (EIE) event.
 - Congratulated President Tico Zendejas and RISE, Inc. for being honored.
 - Mental Health programs are so important, and we need to do more to help students who are currently suffering from a mental health crisis.

Trustee Souza Cole

- Attended the EIE event virtually.
 - Congratulated the winners and thanked the team who made the event happen. It was great to have virtual capability for this event.
- Thanked Yvette for her work and for being chosen as the Employee of the

Month for October 2022.

Vice President Zendejas

- Thanked team for work on hybrid EIE.
- Important items discussed included: mental health, staff retention and full-time clinician in school sites.
 - Important to increase salaries and be competitive in this employment market and gave a shout out to Superintendent Lewis for the one pager created on this topic. (Document will be posted on website).

Superintendent

Margie Valenzuela, Executive Director, Human Resources honored the Employee of the Month for October 2022: Yvette Seibert, Executive Assistant. Staff thanked her for her hard work and dedication.

Superintendent Lewis reviewed the following items:

- Washington USD and Esparto SD are looking for additional resources regarding mental health.
- Currently an empty nester.
 - His youngest daughter is about to attend UC Santa Cruz.
- California County Superintendents Educational Services Association (CCSESA) has changed its name to CA County Superintendents (CCS).
- Four (4) pillars to provide guidance full-service community school.
- Thanked staff for work on EIE.
- WCC intern program – eight (8) students interested.
 - Thanked Shannon McClarin, Director, Early Childhood Education and Cindy Nguyen, Director, Strategic Priorities for their work on the program.
- Hosted two (2) meetings with foster youth.

SAT

Educational Services

Maria Arvizu-Espinoza, Associate Superintendent, Educational Services reviewed her Board report.

Items discussed included:

- Thanked the management team and educational services for subbing in all areas.
 - The goal is to serve students.
- Mental health.
- Empowering Possibilities International School (EPIC) Charter School presentation will be delayed until the November Board meeting – it is a

data heavy report. more robust and up to date.

- Trustee Souza Cole stated that the data report is part of the MOU with charter school. Also does the enrollment and demographics for EPIC need to wait for the state report. It does not per staff and the concern is that the demographics of the charter should reflect Washington USD's data.

Administrative Services

Crissy Huey, Associate Superintendent, Administrative Services reviewed her Board report.

Items discussed included:

- Digital format for forms.
- Renovations with breakrooms, office furniture, etc.

Matt Juchniewicz, Director, Support Operations Services introduced Ray Lippincott, Project Manager from Sutter County.

Trustee Souza Cole complimented the Board report and especially the images added and information on visiting the school sites.

Superintendent Lewis commented that the Board should have received the mailer from YCOE announcing open positions (recruitment).

Committees

None

2.2 Associations

None

3.0 CONSENT AGENDA

Motion to Approve Consent Agenda.

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

4.0 UPDATE FROM CALIFORNIA HUMAN DEVELOPMENT ON THE WOODLAND PROGRAM LOCATED AT SANTA ANITA COURT.

Mary Potts, FWS Division Director, California Human Development, presented California Human Development (CHD) Farmworker Services Division. Items presented included:

- Structure
- Service Area
- Counties served
- Service provided

- Outcomes

5.0 ACTION ITEMS

5.1 Resolution #22-23/19 Resolution in Support of National American Indian Month – November 2022

Superintendent Lewis presented this resolution to Deborah Bruns, Director, Teaching and Learning and the lead in the Yolo California Indian Curriculum and Professional Learning Advisory Group. Ms. Bruns commented on the increased educational offerings in Native American heritage and gave an update on work being done by YCOE. Information has been created on the webpage within YCOE for professional learning (virtual and in person). Yocha DeHe has created curriculum locally and with the American Indian education act in which the bill requires an advisory committee and curriculum.

Motion to Approve Resolution #22-23/19 Resolution in Support of National American Indian Month – November 2022

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

5.2 Resolution #22-23/20 Resolution In Support of Indigenous Peoples' Day - October 10, 2022

Trustee Yip presented this resolution to Justine Villanueva, Davis resident, author, and activist. She thanked Yolo County Office of Education (YCOE) and invited staff and the Board to the Filipino Heritage festival on October 29 from 11 AM to 2 PM. She is grateful for the gift and commented on the Wintun Patwin people who are stewards in this land with much culture and history. Trustee Yip requested a flyer for event. Ms. Bruns also mentioned a professional development workshop for K-12 educators, parents and community members with Dr. Siu on Tuesday, October 18 from 6 – 8 pm at the Stephens Davis Branch Library called Decolonizing the Curriculum.

Motion to approve Resolution #22-23/20 Resolution in Support of Indigenous Peoples' Day - October 10, 2022.

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

5.3 Resolution #22-23/21 Resolution to Affirm the Continuation of Yolo County Office of Education Cesar Chavez Community School and Alternative Education Programs

Vice President Zendejas presented Principal Heather Schlaman, Cesar Chavez Community School, and Elyse Doyle Martinez with the resolution. Ms. Schlaman is honored and working towards learning new position. Ms. Doyle Martinez worked for Chavez, and it had a huge impact on her life. Superintendent Lewis commented on sustaining fiscal services which is a priority statewide and to engage legislators for the valuable services Cesar Chavez provides. Trustee Yip stated that CA County Superintendents (CCS) is addressing funding inequity in community schools. The CCS platform committee will address this issue and will not pull back from community schools. The time is now to expand what we are doing. Trustee Souza Cole stated that it is an honor to pass the resolution for continuation of the school and would like to acknowledge former Principal Gayelynn Gerhart and team for their hard work on getting the school up and running and working on services for students at the school. Excited about new leadership and the talents of Ms. Gerhart to work in community schools across the state and county.

Vice President Zendejas presented and read resolution.

Motion to approve Resolution to Affirm the Continuation of Yolo County Office of Education Cesar Chavez Community School and Alternative Education Programs

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

5.4 Resolution #22-23/22 Resolution Declaring November 6-12, 2022 as California Retired Teacher's Week

Motion to approve Resolution Declaring November 6-12, 2022 as California Retired Teacher's Week

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

Trustee Souza Cole presented resolution to recipients Gil Walker, President, and Margaret Neu, former Davis Music Teacher. The impact of work is appreciated, and they are very active as retired teachers and serving the community.

Trustee Souza Cole read the resolution and Mr. Walker thanked YCOE for support. He discussed the California Retired Teachers Association application and membership. Mr. Walker also spoke about scholarships for high school students who plan to go into education. Ms. Neu spoke about her volunteer teaching as a retired person, especially during the pandemic. She has been working on advocacy issues in many areas including the STRS retirement overpayment. She thanked everyone for their resolution and Trustee Esquivel thanked the recipients.

- 5.5 Resolution #22-23/23 Resolution In Support of California Sikh American Awareness and Appreciation Month - November 2022.
Trustee Esquivel presented resolution.

Motion to approve Resolution in Support of California Sikh American Awareness and Appreciation Month - November 2022.

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

- 5.6 Adoption of the 2021-22 and 2022-23 Gann Limit
Debra Hinely, Director, Internal Fiscal Services presented this item.

Motion to approve 2021-22 and 2022-23 Gann Limit.

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

- 5.7 Committed Fund Balance
Debra Hinely, Director, Internal Fiscal Services presented item.

Motion to approve Committed Fund Balance.

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

- 5.8 Adoption of the Committed Fund Balance Pension Contribution
Debra Hinely, Director, Internal Fiscal Services presented this item. Trustee Yip made comments on the increase of PERS and STRS and importance of resolution to continue.

Motion to approve Committed Fund Balance Pension Contribution

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

6.0 INFORMATION ITEMS

- 6.1 Climate Change Resolution Update
Superintendent Lewis presented a PowerPoint along with Matt Juchniewicz, Director, SOS and Deborah Bruns, Director, Teaching and Learning. Items discussed included background, reducing carbon footprint and the team working on initiatives to achieve goals. Trustee Yip thanked the staff and stated that

students are passionate about climate control. Trustee Souza Cole also thanked staff for the update. She was perplexed on why the composting can't be picked up in Woodland with a yard waste toter. Director Juchniewicz stated that YCOE can't get those here and Trustee Souza Cole asked what school districts do with compostable waste. Director Juchniewicz will investigate and stated that there have been challenges with this issue. He also discussed ordering equipment and infrastructure. Superintendent Lewis will follow up with the city manager from Woodland regarding the waste bins for YCOE. Trustee Souza Cole stated that YCOE is out of compliance with state law. Other items discussed included solar energy generation and environmental literacy, solar battery backup, and HVAC controls. Discussions are ongoing on these items and the biggest challenge is funding.

Trustee Yip left at 5:10 PM

- 6.2 Head Start/Early Head Start Reports
Shannon McClarin, Director, Early Childhood Education reviewed her board report. Trustee Souza Cole asked for clarification on her attendance report for Head Start and the waiting list.
- 6.3 Cesar Chavez Attendance Report
Gayelynn Gerhart, former principal of Alternative Education, presented this report and answered questions from the Board.
- 6.4 2021-2022 Unaudited Actuals
Debra Hinely, Director, Internal Fiscal Services presented a PowerPoint on the Unaudited Actual 2021-22 Fund 01-Combined Restricted and Unrestricted Components of Ending Fund Balance. President Zendejas asked for context on last year's figures and why there was a surplus. Ms. Hinely stated that the surplus of \$600,000 resulted in COVID funds being received and was carried over. Trustee Souza Cole asked about the 22-23 adopted budget and what was the estimated ending fund balance. Ms. Hinely stated that she does not have that information. Next steps were discussed.
- 6.5 2022-2023 Budget Development Calendar
Debra Hinley, Director, Internal Fiscal Services presented the 2022-23 budget development calendar and answered questions from the Board.
- 6.6 Monthly Board Financial Report
Debra Hinley, Director, Internal Fiscal Services presented the Board Financial Report to the Board.
- 6.7 Yolo County Board of Education Travel Budget
Superintendent Lewis presented this item and stated that it was a follow-up from last month's meeting. Staff attached a detailed report on this issue and will add this item to the Board Retreat agenda in March 2023 to discuss. Trustee Souza Cole commented on the original travel budget amount for conferences and how today

with inflation there is the additional cost of airfare, hotel, etc. She would like to see the budget increased for next year due to this increase in attending professional development for the Board. Superintendent Lewis also clarified that the listing of trustees on items related does not correspond to trustee area and simply denotes number of trustees who traveled to that conference.

6.8 Suggested future agenda items.

- Trustee Souza Cole requested revision to BB 9220 since trustees will assume office after the second Friday in November and our current policy does not state that information.
- Turnover and emergency credential conditions in YCOE – Future update
- Facilities update – Future meeting
- EPIC annual report – November 2022 data report – *Please include number of students, data from MOU and whether there is movement forward on increasing diversity so that population is matching Washington USD demographics. Please evaluate the integrity of work with English language demographic, income, and ethnicity.*

7.0 ADJOURNMENT. The meeting adjourned at 5:41 p.m.

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

Garth Lewis, Superintendent

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

October 2022

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Marlene Cook	Multiple Subject Credential

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Kristin Rodriguez	Single Subject Credential/Administrative Services Credential
Evan White	Short Term Staff Permit

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Taylor Holcomb	CD Associate Teacher Permit
Mkhayla Sandoval	30-Day Substitute Permit
Victor Arteaga	30-Day Substitute Permit

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate

Total TCC's for the Month of October 2022: 6



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

RESOLUTION #22/23-25

**Resolution of the Yolo County Board of Education Regarding
Brown Act Compliance and Teleconferencing Pursuant to Government Code Section
54953, as Amended by Assembly Bill 361, During the COVID-19 Pandemic**

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of State of Emergency in response to the novel coronavirus (a disease now known as COVID-19); and

WHEREAS, the County Health Officer declared a local health emergency related to the COVID-19 on March 6, 2020. The County Administrator, acting in his capacity as the Director of Emergency Services, proclaimed the existence of a local emergency related to COVID-19 on March 6, 2020. The Executive Committee ratified these declarations and proclamations on March 9, 2020; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended and modified the Brown Act teleconferencing requirements (California Government Code Section 54950 *et seq.*) so that local legislative bodies can hold public meetings via teleconference (with audio or video communications, without a physical meeting location), as long as the meeting agenda identifies the teleconferencing procedures to be used; and

WHEREAS, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended the provision of N-29-20 concerning the conduct of public meetings through September 30, 2021, and the Governor subsequently signed legislation revising Brown Act requirements for teleconferenced public meetings (Assembly Bill 361, referred to hereinafter as “AB 361”); and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

WHEREAS, as of the date of this Resolution, the local health emergency and local state of emergency declared and proclaimed on March 6, 2020, and ratified by the Yolo County Board of Education on March 9, 2020 remain in effect; and

WHEREAS, while the public health situation is presently improving and the Centers for Disease Control and Prevention (“CDC”) indicate that the community transmission level is

“moderate,” the CDC also explains that “some people and communities, such as our oldest citizens, people who are immunocompromised, and people with disabilities, are at higher risk for serious illness and face challenging decisions navigating a world with COVID-19”;¹ and

WHEREAS, the CDC, the California Department of Public Health, and the County Health Officer all recommend that people experiencing COVID-19 symptoms stay home; and

WHEREAS, like many other facilities throughout the County, the Yolo County Office of Education were not designed to ensure that attendees can remain six feet apart to reduce the possibility of infection with the virus that causes COVID-19; and

WHEREAS, prior to the COVID-19 pandemic, Board meetings would often attract significant attendance and community members and staff would be in close proximity (seated or standing immediately next to one another) for up to four hours;

WHEREAS, holding in-person meetings would encourage community members to come to County facilities to participate in local government, and some of them are likely to be at high risk for serious illness from COVID-19 and/or live with someone who is at high risk; and

WHEREAS, the risks set forth herein could be reduced significantly through the implementation of technological improvements to allow hybrid meetings with limited in-person attendance (likely sufficient to allow social distancing) and the opportunity for remote meeting attendance and participation by community members and staff, and such improvements may be available at the Yolo County Office of Education in the near future; and

WHEREAS, the has considered all information related to this matter, including the associated staff report and other information relating to COVID-19 provided at prior public meetings of the Yolo County Executive Committee;

NOW, THEREFORE, BE IT RESOLVED AND FOUND as follows:

1. The Yolo County Board of Education hereby finds that the fact set forth in the above recitals are true and correct, and establish the factual basis for the adoption of this Resolution.

2. There is an ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19 and, due to that emergency, meeting in person would present imminent risks to the health or safety of attendees of in-person meetings of this legislative body within the meaning of California Government Code section 54953(e)(1).

3. Under the present circumstances, including the risks mentioned in the preceding paragraph, the Yolo County Board of Education determines that authorizing continued teleconferenced public meetings consistent with Assembly Bill 361 (or “hybrid” meetings conducted with a combination of physical location and teleconference participation to significantly reduce in- person attendance and allow distancing) is necessary and appropriate to balance the community’s right participate in local government while also promoting the health

¹ See https://www.cdc.gov/coronavirus/2019-ncov/science/community-levels.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fmore%2Faboutcovidcountycheck%2Findex.html (last accessed on 4/5/2022)

and safety of attendees and the community.

4. Staff are directed to take all actions necessary to implement this Resolution in accordance with the foregoing provisions and the requirements of Government Code section 54953, as amended by Assembly Bill 361, including but not limited to returning for reconsideration of this Resolution every 30 days hereafter for so long as either of the following circumstances exists: (a) the state emergency proclamation remains in effect; and (b) a credible basis exists for determining that meeting in person would pose imminent risks to the health or safety of attendees.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on November 8, 2022 by the following vote:

AYES: Esquivel, Moreno, Souza Cole, Yip, Zendejas

NOES: None

ABSTAIN: None

ABSENT: None

Melissa Moreno, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

4. ACTION ITEMS

4. 1. Reading of Board Bylaw 9220 - Governing Board Elections




Description

Attached is Board Bylaw 9220- Governing Board Elections for information and action.

Recommendation

Staff recommends that the Board adopt the revised Board Bylaw 9220 - Governing Board Elections.

Supporting Documents

-  BB 9220 Gov Board Elections Revised 10-2022
-  BB 9220
-  CSBA sample Policy for COE - BB 9220 Governing Bd. Elections

Contact Person

Superintendent Garth Lewis will present this item.

GOVERNING BOARD ELECTIONS

The County Board of Education shall consist of five (5) members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007).

~~To reduce costs associated with conducting elections, the County Board election may be consolidated with the local municipal or statewide primary or general election upon adoption of a resolution by the County Board and approval of the County Board of Supervisors. (Elections Code 1302, 10404.5)~~

Election procedures shall be followed in accordance with state and federal law.

Eligibility Board Member Qualifications

Any person other than the County Superintendent of Schools, a member of the county office education (COE), his/her staff, or an employee of a school district that is within the jurisdiction of the County Board, is eligible to be a member of the County Board if he/she that person is an elector of the trustee area he/she is to be represented and is not legally disqualified from holding civil office. (Education Code 1000, 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be a County Board member unless except when he/she has been granted a pardon in accordance with law. (Elections Code 20,~~324~~)

The County Board encourages all candidates to become knowledgeable about the role of the County Board. Upon request, all candidates shall be provided with information that will enable them to understand the responsibilities and expectations of being a County Board member, including information regarding available workshops, seminars, and/or training, the county election official's contact information, and general information about school programs, COE operations, and County Board responsibilities.

(cf. 9230 - Orientation)

(cf. 9240 - Board Training)

Election Date

To reduce costs associated with conducting elections, the election of County Board members shall be consolidated with the local municipal or statewide primary or general election in accordance with a County Board resolution approved by the County Board of Supervisors.

(Elections Code 1302, 10404.5)

However, if a regularly scheduled County Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the County Board shall take action to consolidate County Board elections with statewide elections in accordance with Elections Code 14051-14052. (Elections Code 14051-14052)

Term of Office

The term of office for members elected in regular elections shall be four years, commencing on the ~~last second~~ Friday in ~~November~~ December following their election. (Education Code 1007, 5017)

A member whose term has expired shall continue to discharge the duties of the office until ~~his/her~~ a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

All candidates, including current County Board members running as incumbents, shall abide by local, state, and federal requirements regarding campaign donations, funding, and expenditures.

No candidate shall expend or accept any public money for the purpose of seeking elective office, unless the COE has established a dedicated fund for those seeking election to the County Board and such funds are available to all qualified candidates without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the ~~COE county office of education~~, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

BB 9220(b)

GOVERNING BOARD ELECTIONS (continued)

Statement of Qualifications

~~The County Board shall assume no part of the cost of printing, handling, translating, or mailing of~~

~~candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.~~

On the 125th day prior to the day fixed for the general election, the County Board secretary or ~~his/her~~ designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

~~Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)~~

Candidates for the County Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 400 words. (Elections Code 13307)

The County Board shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the County Board. At that time the County Board shall determine the winner by lot. (Education Code 5016)

Legal Reference:

EDUCATION CODE

- 1000 *Composition, and trustee area, county board of education*
- 1002 *Trustee area boundaries and membership changes*
- 1006 *Qualifications for holding office, county board of education*
- 1007 *Elections*
- 1017 *Expiration of terms*
- 5000-5033 *Elections*
- 5220-5231 *Elections*
- 5300-5304 *General provisions (conduct of elections)*
- 5320-5329 *Order and call of elections*

5340-5345 Consolidation of elections
5360-5363 Election notice
5380 Compensation (of election officer)

BB 9220(c)

GOVERNING BOARD ELECTIONS (continued)

5390 Qualifications of voters
5420-5426 Cost of elections
5440-5442 Miscellaneous provisions
ELECTIONS CODE
20 Public office eligibility
321 Elector
1302 Local elections
2201 Grounds for cancellation
4000-4004 Elections conducted wholly by mail
10400-10418 Consolidation of elections
10509 Notice of election by secretary
10600-10604 School district elections
13307 Candidate's statement
13309 Candidate's statement, indigence
14025-14032 California Voting Rights Act
20440 Code of Fair Campaign Practices
GOVERNMENT CODE
1021 Conviction of crime
1302 Continuance in office until qualification of successor
1303 Exercising functions of office without having qualified
1360 Necessity of taking constitutional oath
12940 Nondiscrimination, Fair Employment and Housing Act
81000-91014 Political Reform Act
PENAL CODE
68 Bribes
74 Acceptance of gratuity
424 Embezzlement and falsification of accounts by public officers
661 Removal for neglect or violation of official duty
CALIFORNIA CONSTITUTION
Article 2, Section 2 Voters, qualifications
Article 7, Section 7 Conflicting offices
Article 7, Section 8 Disqualification from office
UNITED STATES CODE, TITLE 52
10301-10508 Voting Rights Act
COURT DECISIONS
Shelby County v. Holder, (2013) 133 S. Ct. 2612
Rey v. Madera Unified School District, (2012) 138 Cal. Rptr. 3d 192
Randall v. Sorrell, (2006) 126 S.Ct. 2479
Sanchez v. City of Modesto, (2006) 51 Cal.Rptr.3d 821
Dusch v. Davis, (1967) 387 U.S. 112
ATTORNEY GENERAL OPINIONS
85 Ops.Cal.Atty.Gen. 49 (2002)
83 Ops.Cal.Atty.Gen. 181 (2000)
81 Ops.Cal.Atty.Gen. 98 (1998)
69 Ops.Cal.Atty.Gen. 290 (1986)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California County Boards of Education: <http://www.theccebe.org>

BB 9220(d)

GOVERNING BOARD ELECTIONS (continued)

California Secretary of State's Office: <http://www.ss.ca.gov>

Fair Political Practices Commission: <http://www.fppc.ca.gov>

Institute for Local Self Government: <http://www.ca-ilg.org>

Adopted: June 29, 2017
Revised: December 13, 2022

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

GOVERNING BOARD ELECTIONS

The County Board of Education shall consist of five (5) members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007).

To reduce costs associated with conducting elections, the County Board election may be consolidated with the local municipal or statewide primary or general election upon adoption of a resolution by the County Board and approval of the County Board of Supervisors. (Elections Code 1302, 10404.5)

Election procedures shall be followed in accordance with state and federal law.

Eligibility

Any person other than the County Superintendent of Schools, a member of his/her staff, or an employee of a school district that is within the jurisdiction of the County Board, is eligible to be a member of the County Board if he/she is an elector of the trustee area he/she is to represent and is not legally disqualified from holding civil office. (Education Code 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be a County Board member except when he/she has been granted a pardon in accordance with law. (Elections Code 20, 321)

Term of Office

The term of office for members elected in regular elections shall be four years, commencing on the last Friday in November following their election. (Education Code 1007, 5017)

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the county office of education, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

GOVERNING BOARD ELECTIONS (continued)**Statement of Qualifications**

The County Board shall assume no part of the cost of printing, handling, translating, or mailing of candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.

On the 125th day prior to the day fixed for the general election, the County Board secretary or his/her designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

Tie Votes in Board Member Elections

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the County Board. At that time the County Board shall determine the winner by lot. (Education Code 5016)

*Legal Reference:***EDUCATION CODE**

- 1000 *Composition, and trustee area, county board of education*
- 1002 *Trustee area boundaries and membership changes*
- 1006 *Qualifications for holding office, county board of education*
- 1007 *Elections*
- 1017 *Expiration of terms*
- 5000-5033 *Elections*
- 5220-5231 *Elections*
- 5300-5304 *General provisions (conduct of elections)*
- 5320-5329 *Order and call of elections*
- 5340-5345 *Consolidation of elections*
- 5360-5363 *Election notice*
- 5380 *Compensation (of election officer)*

GOVERNING BOARD ELECTIONS (continued)

5390 *Qualifications of voters*

5420-5426 *Cost of elections*

5440-5442 *Miscellaneous provisions*

ELECTIONS CODE

20 *Public office eligibility*

321 *Electors*

1302 *Local elections*

2201 *Grounds for cancellation*

4000-4004 *Elections conducted wholly by mail*

10400-10418 *Consolidation of elections*

10509 *Notice of election by secretary*

10600-10604 *School district elections*

13307 *Candidate's statement*

13309 *Candidate's statement, indigence*

14025-14032 *California Voting Rights Act*

20440 *Code of Fair Campaign Practices*

GOVERNMENT CODE

1021 *Conviction of crime*

1302 *Continuance in office until qualification of successor*

1303 *Exercising functions of office without having qualified*

1360 *Necessity of taking constitutional oath*

12940 *Nondiscrimination, Fair Employment and Housing Act*

81000-91014 *Political Reform Act*

PENAL CODE

68 *Bribes*

74 *Acceptance of gratuity*

424 *Embezzlement and falsification of accounts by public officers*

661 *Removal for neglect or violation of official duty*

CALIFORNIA CONSTITUTION

Article 2, Section 2 *Voters, qualifications*

Article 7, Section 7 *Conflicting offices*

Article 7, Section 8 *Disqualification from office*

UNITED STATES CODE, TITLE 52

10301-10508 *Voting Rights Act*

COURT DECISIONS

Shelby County v. Holder, (2013) 133 S. Ct. 2612

Rey v. Madera Unified School District, (2012) 138 Cal. Rptr. 3d 192

Randall v. Sorrell, (2006) 126 S.Ct. 2479

Sanchez v. City of Modesto, (2006) 51 Cal.Rptr.3d 821

Dusch v. Davis, (1967) 387 U.S. 112

ATTORNEY GENERAL OPINIONS

85 *Ops.Cal.Atty.Gen. 49 (2002)*

83 *Ops.Cal.Atty.Gen. 181 (2000)*

81 *Ops.Cal.Atty.Gen. 98 (1998)*

69 *Ops.Cal.Atty.Gen. 290 (1986)*

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California County Boards of Education: <http://www.theccbe.org>

GOVERNING BOARD ELECTIONS (continued)

California Secretary of State's Office: <http://www.ss.ca.gov>
Fair Political Practices Commission: <http://www.fppc.ca.gov>
Institute for Local Self Government: <http://www.ca-ilg.org>

Adopted: June 29, 2017

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

Board Bylaw 9220: Governing Board Elections

Status: ADOPTED

Original Adopted Date: 07/01/2019 | Last Reviewed Date: 07/01/2019

The County Board of Education shall consist of _____ members whose terms shall be staggered so that, as nearly as practicable, one half of the members shall be elected at each regular County Board election. (Education Code 1000, 1007)

Election procedures shall be followed in accordance with state and federal law.

Board Member Qualifications

Any person other than the County Superintendent of Schools, a member of the county office of education (COE) staff, or an employee of a school district that is within the jurisdiction of the County Board is eligible to be a member of the County Board if that person is an elector of the trustee area to be represented and is not legally disqualified from holding civil office. (Education Code 1000, 1006)

Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or be elected as a County Board member unless granted a pardon in accordance with law. (Elections Code 20)

The County Board encourages all candidates to become knowledgeable about the role of the County Board. Upon request, all candidates shall be provided with information that will enable them to understand the responsibilities and expectations of being a County Board member, including information regarding available workshops, seminars, and/or training, the county election official's contact information, and general information about school programs, COE operations, and County Board responsibilities.

Election Date

OPTION 1: The election of County Board members shall be held on the first Tuesday after the first Monday in November of each odd-numbered year. (Elections Code 1302)

X OPTION 2: To reduce costs associated with conducting elections, the election of County Board members shall be consolidated with the local municipal or statewide primary or general election in accordance with a County Board resolution approved by the County Board of Supervisors. (Elections Code 1302, 10404.5)

However, if a regularly scheduled County Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the County Board shall take action to consolidate County Board elections with statewide elections in accordance with Elections Code 14051-14052. (Elections Code 14051-14052)

Term of Office

X OPTION 1: The term of office for members elected in regular elections shall be four years, commencing on the second Friday in December following their election. (Education Code 1007, 5017)

OPTION 2: The term of office for members elected in regular elections shall be four years, commencing on the first day of July following their election. (Education Code 1007, 5017)

A member whose term has expired shall continue to discharge the duties of the office until a successor has qualified by taking the oath of office. (Government Code 1302, 1360)

Campaign Conduct

All candidates, including current County Board members running as incumbents, shall abide by local, state, and federal requirements regarding campaign donations, funding, and expenditures.

No candidate shall expend or accept any public money for the purpose of seeking elective office, unless the COE has established a dedicated fund for those seeking election to the County Board and such funds are available to all qualified candidates without regard to incumbency or political preference. (Government Code 85300)

In order to help protect the public's trust in the electoral process as well as the public's confidence in the County Board and the COE, the County Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

Statement of Qualifications

On the 125th day prior to the day fixed for the general election, the County Board secretary or designee shall deliver a notice, bearing the secretary's signature and seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the County Board to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the County Board or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

OPTION 1: Candidates for the County Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

X OPTION 2: Candidates for the County Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 400 words. (Elections Code 13307)

When the elections official allows for the electronic distribution of candidate statements, a candidate for the County Board may, in addition to or instead of submitting a candidate statement for inclusion in the mailed voter's pamphlet, prepare and submit a candidate statement for electronic distribution.

OPTION 1: In order to help defray the costs of campaigning, the County Board shall pay the cost of printing, handling, translating, mailing, and/or electronically distributing candidate statements filed pursuant to Elections Code 13307.

X OPTION 2: The County Board shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the voter's pamphlet, the County Board may require candidates to pay their estimated pro rata share of these costs to the County Board in advance pursuant to Elections Code 13307.

Tie Votes in Board Member Elections

X OPTION 1: Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the County Board. At that time the County Board shall determine the winner by lot. (Education Code 5016)

OPTION 2: Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the County Board, the County Board shall schedule a runoff election in accordance with law. (Education Code 5016)

OPTION 3: Before each election, the County Board shall decide whether to resolve a potential tie by lot or by a runoff election. If the County Board has decided to resolve a tie by lot, the County Board shall, immediately after the election, notify the candidates who received the tie votes of the time and place where the candidates or their

representatives should appear before the Board. The Board at that time shall determine the winner by lot. If the County Board has decided to resolve a tie with a runoff election, the Board shall schedule the runoff election in accordance with law. (Education Code 5016)

5. INFORMATION ITEMS

5. 1. Empowering Possibilities International Charter (EPIC) Annual Report

Description

Empowering Possibilities International Charter (EPIC) Charter school will present their annual report to the Yolo County Board of Education.

Recommendation

For Information.

Supporting Documents

 EPIC_YCOE Annual Report 11.08.2022 FINAL

 EPIC_YCOE Annual Report 11.08.2022 FINAL

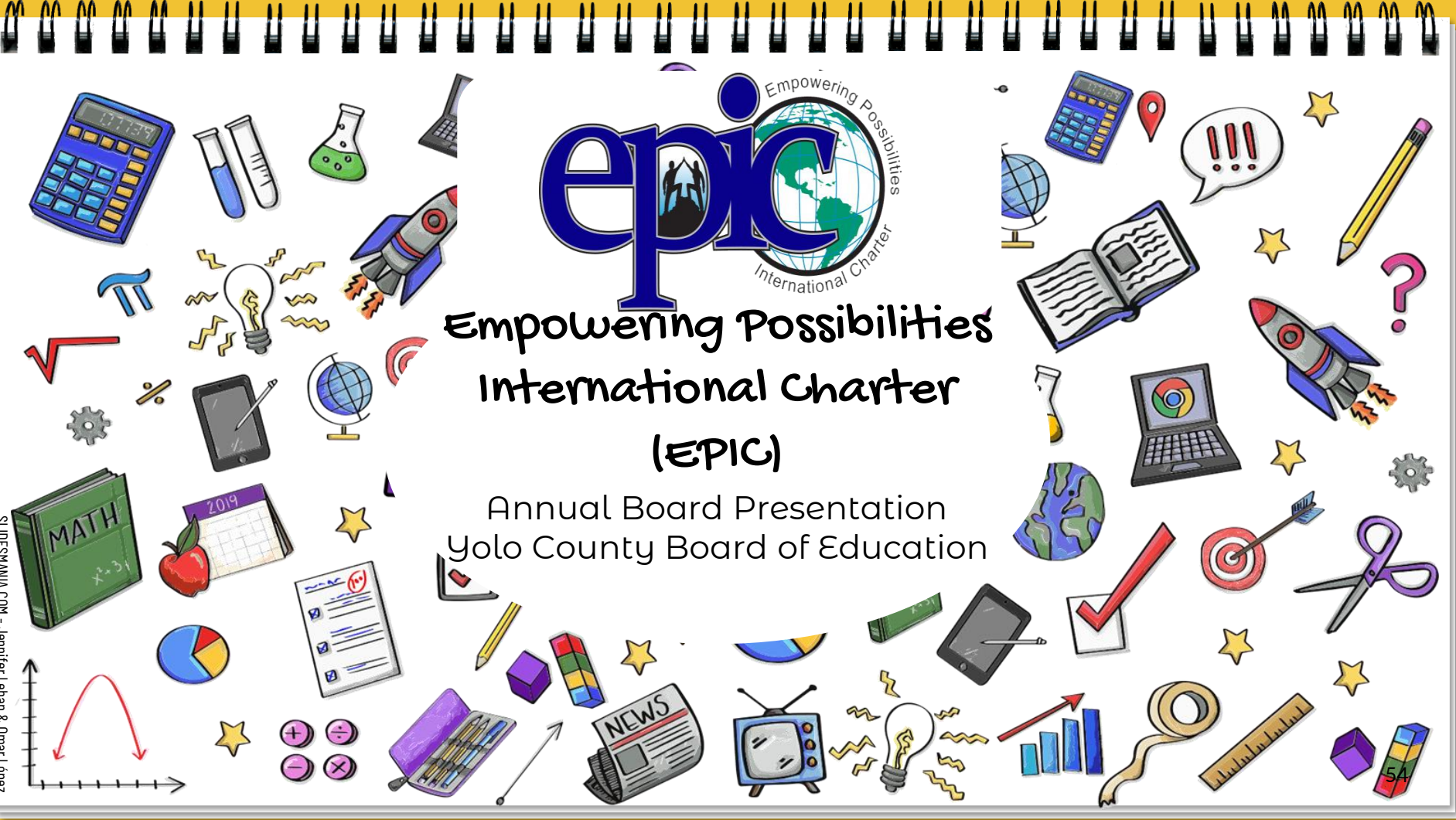
Contact Person

Al Rogers, Interim Assistant Superintendent, Equity and Support Services will present this item.



Empowering Possibilities International Charter (EPIC)

Annual Board Presentation
Yolo County Board of Education



EPIC Good Things!

- CKH National Showcase School (4th Year)
- Expanded Before and After School Program (6 AM to 6 PM)
 - Music, Gymnastics, Robotics, Chess, ESports, Table Tennis, Martial Arts, ELEVO Sports and SEL
- Bi-weekly Yolo Food Bank Kids Farmers Market
- Professional Development: Building Thinking Classroom, MTSS, Cycles of Inquiry, and IB Planning



EPIC Good Things!

- Community Partnerships with Local Businesses: West Sacramento Chamber, Yolo County Sheriff, UC Davis, City of West Sacramento, YMCA, and College Corps (UCD and CSUS)
- Increasing Enrollment
- Strong Staffing
- Growth of Spanish World Language for K-8th
- First Charter Williams Audit





Student Enrollment 2022-23

Grade	Enrollment
TK	12
K	38
1	39
2	45
3	44
4	36
5	45
6	49
7	31
8	41
Total	380

Serving Refugee Families and Students

Number of Students Enrolled

374

New to US Schools

54

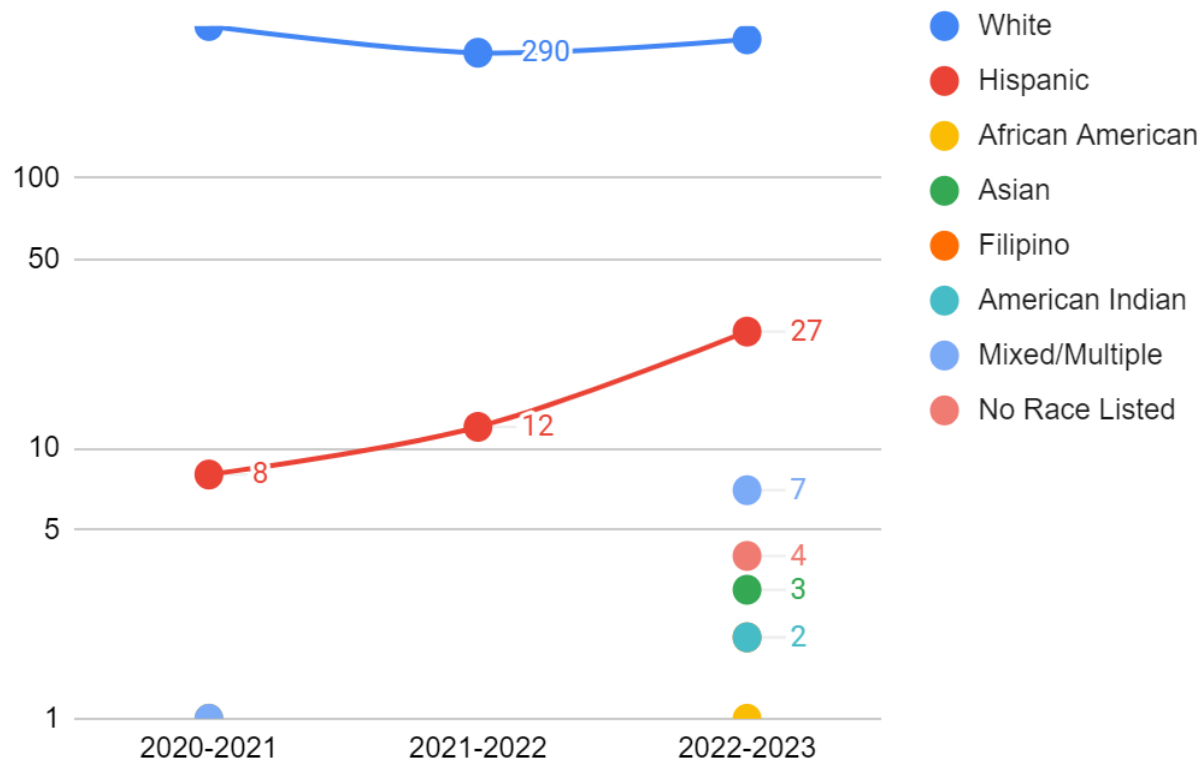
New to USA are students with a Birth Country outside of the US and a US School Entry date after January 1, 2022.

	Birth Country	Country	Record Count
1.	UA	Ukraine	26
2.	RU	Russian Federation (the)	23
3.	BY	Belarus	2
4.	MD	Moldova (the Republic of)	2
5.	CA	Canada	1

- Working with social services to support newcomer families
- Hosted Community Outreach Fairs to provide basic needs, employment, and mental health services to families
- Utilizing media/radio to provide timely information to families
- GCC/EPIC seen as a regional leader in serving the needs of these families⁸

Student Ethnicity

2020-2021, 2021-2022 and 2022-2023

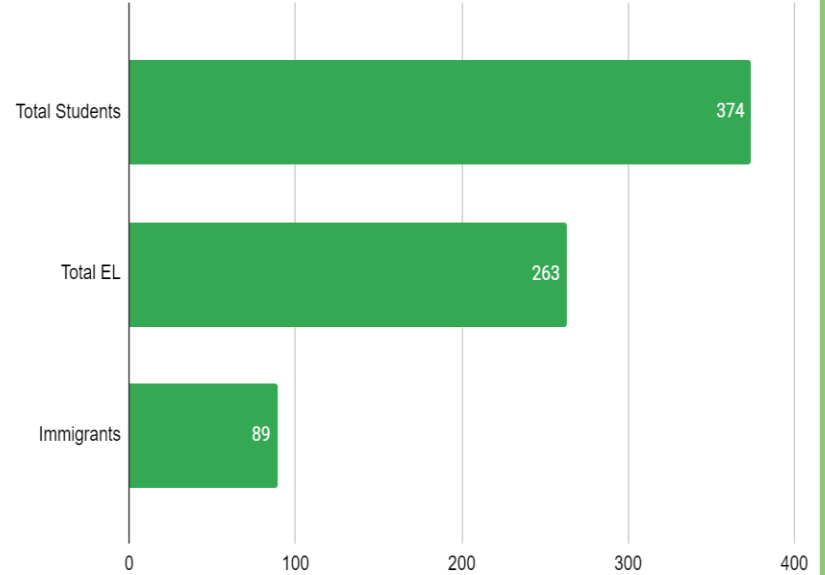
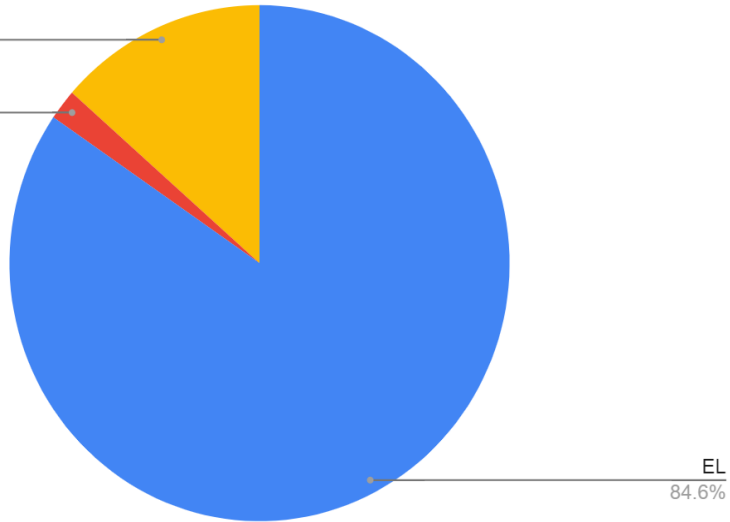


English Learners

All Students

RFEP
13.5%

IFEP
1.9%



Outreach and Recruitment



Outreach and Recruitment

- Marketing in Multiple Languages and Ethnic Media
- Community Event Participation
- Community Newspaper Advertisement
- Pre-school and Daycare Providers
- Mail Campaigns
- Digital Marketing



Fiscal Highlights

	Revised Budget 2021-2022	Unaudited Actuals	Variance
Revenues	\$5,876,847	\$6,109,835	\$232,988
Expenses	\$5,369,589	\$5,232,230	\$137,359
Increase to Net Assets	\$507,258	\$877,605	\$370,347
Beginning Fund Balance	\$2,083,752	\$2,095,968	\$12,216
Ending Fund Balance	\$2,591,010	\$2,973,573	\$382,563

- **Revenue Variance -**

- **\$232,988** variance is reflected of the ADA Loss Protection increasing LCFF Revenue Sources.

- **Expense Variance -**

- **\$137,359** savings is reflected of classified and benefit savings, cost of summer program came in lower than anticipated. In addition to classified staff we had savings in our material and supply budget for items not received by June 30th.

- **Beginning Fund Balance -**

- **\$12,216** increase is due to audit adjustment not reflected in our Revised Budget.

- **Ending Fund Balance -**

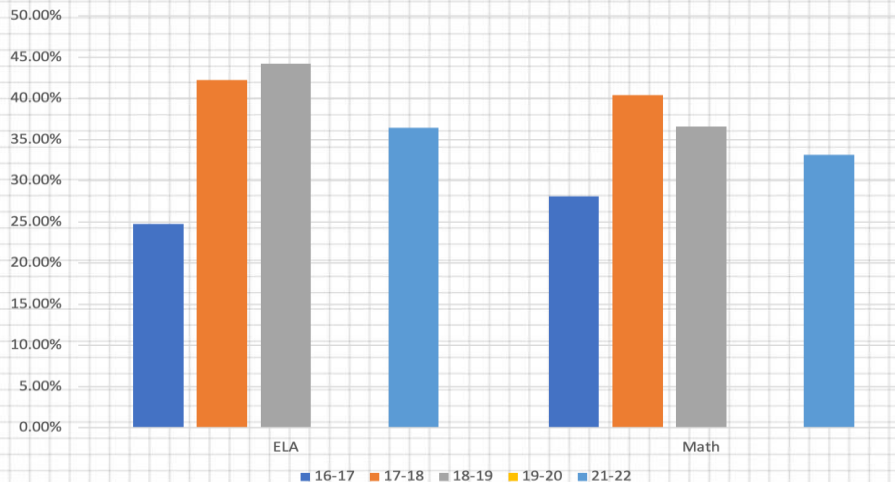
- Increase of **\$382,563** to our ending fund balance due to savings and additional revenue.

Student Achievement

CAASPP Data

LEA	2021-22 Percent Proficient *Met or Exceeded Standard*	2020-21 Percent Proficient *Met or Exceeded Standard*	2018-19 Percent Proficient *Met or Exceeded Standard*	2017-2018 Percent Proficient *Met or Exceeded Standard*	2016-2017 Percent Proficient *Met or Exceeded Standard*
EPIC	ELA 36.45% Math 33.18%	NA	ELA 44.20% Math 36.60%	ELA 42.27% Math 40.44%	ELA 24.73% Math 28.11%

CAASPP Scores



ELA: -7.75%
Math: -3.42%

i-Ready ELA Diagnostic Data

2021-2022 End of Year Results

Current Placement Distribution



Mid or Above
Grade Level

(From 4%)



Early On Grade
Level

(From 7%)



One Grade Level
Below

(From 43%)



Two Grade Levels
Below

(From 22%)



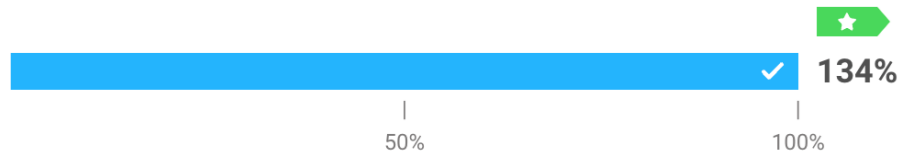
Three or More Grade
Levels Below

(From 25%)

Responding to ELA Learning Loss

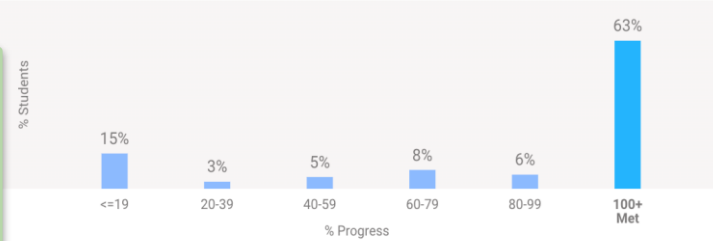
2021-2022 Growth Results

Progress to Annual Typical Growth (Median)

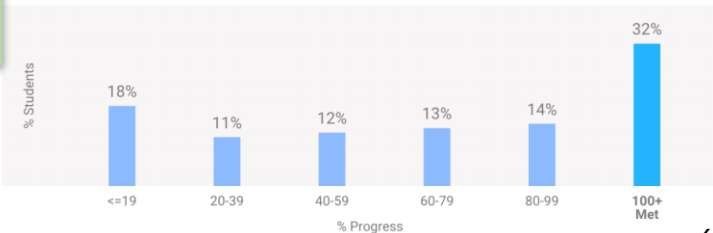


The median percent progress towards Typical Growth for this school is 134%. Typical Growth is the average annual growth for a student at their grade and baseline placement level.

Typical Growth



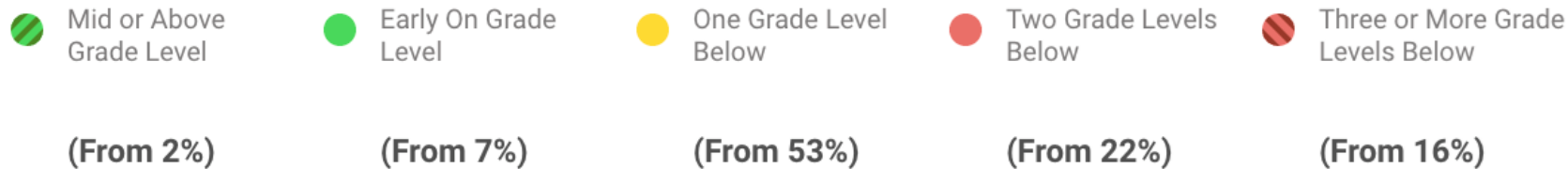
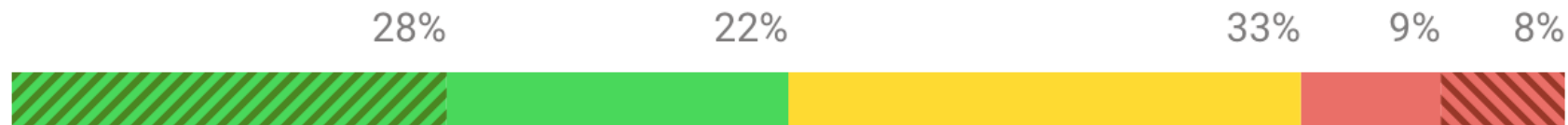
Stretch Growth®



i-Ready Math Diagnostic Data

2021-2022 End of Year Results

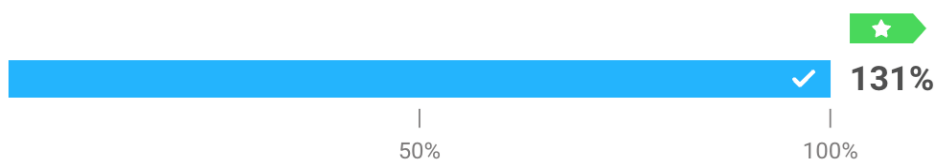
Current Placement Distribution



Responding to **Math** Learning Loss

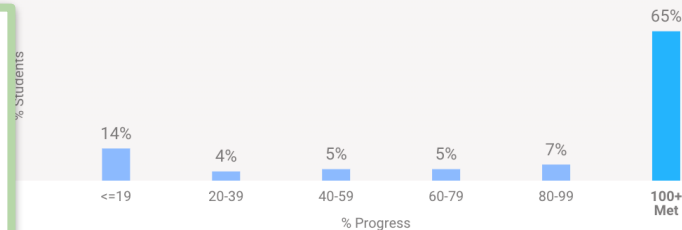
2021-2022 Growth Results

Progress to Annual Typical Growth (Median)

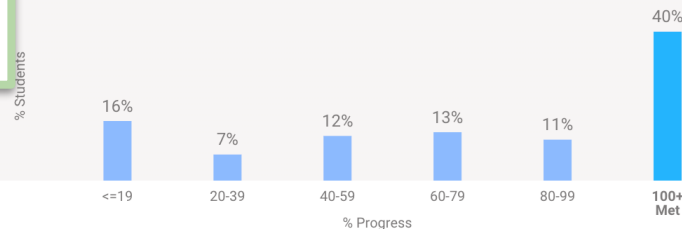


The median percent progress towards Typical Growth for this school is 131%. Typical Growth is the average annual growth for a student at their grade and baseline placement level.

Typical Growth



Stretch Growth®



Key Priorities...

MTSS:

- Math (Academic)
 - Building Thinking Classrooms
- ELD (Academic/Access for All)
 - Imagine Learning, GLAD, Newcomer Designated Supports
- CKH (Behavior/Culture)
- SEL (Social-Emotional)
 - Students and Staff
- DEI (Access for All)
- Using Data to Inform Decisions



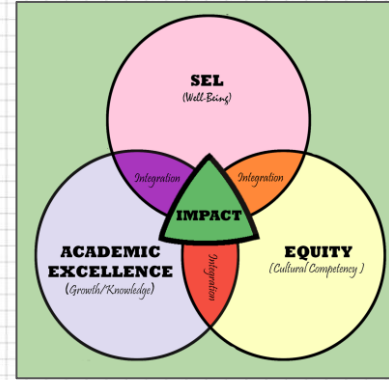
Diversity, Equity, and Inclusion

- Implementation of EL and Newcomer Supports
 - Imagine Learning
 - Integrated and Designated Support
 - Newcomer Support Class
 - Peer Buddies
- Intervention Opportunities: Intensive, differentiated after school tutoring in ELA and Math
- Expansion of Spanish Language Program
- GCC Administrator Book Study and Equity Team (Other People's Children)
- Utilizing Data to Identify Equity Gaps



Professional Growth and Strategic Planning

- Building Thinking Classrooms Model School
- IB Collaboration, PD and Cycles of Inquiry
- Guided Language Acquisition Design (GLAD)
- Continued Focus on Speaking and Listening
- Leadership Blueprint (Admin and Coaches)
- Coherent Strategic Goal Development
 - CSI Plan, WASC, SPSA, LCAP, IF
 - All streamlined to ensure sustained and focused progress to making impact on student achievement.



EPIC – What's Next?

- Sustain IB Excellence as a Fully-Authorized IB World School
- Focus on Research-Based Mathematical Best Practices
- Implementation of New Curriculum
- Focus on Instructional Coaching
- Continue Excellence with CKH Implementation
- Continue Enhancing Equity and Social Emotional Learning through Multi-Tiered System of Support (MTSS)
- Continue Outreach to Increase Cultural Diversity Among Staff and Students



Thank you !



5. 2. Head Start/Early Head Start

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 (Not included for this meeting)
- 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

Description

For Information.

Supporting Documents

-  Director's Report 11.2022
-  06-30-2022 SF-425 09CH01057204C3 \$20,574 10-05-2022
-  06-30-2022 SF-425 09CH01057204 10-05-2022
-  Sep 2022 Board Policy Council
-  10-27-22 Agenda
-  PC 09-22-22 Meeting Minutes

Contact Person

Shannon McClarin, Director, Early Childhood Education will present this item.

October 2022

Shared Services Grant

We held an orientation for our Shared Services Grant opportunity for child care providers in Yolo County on October 25. This grant will provide 10 sessions of compassionate financial coaching offered by Sage Financial Services to support and elevate licensed family child care providers. Participants will receive a financial investment of up to \$3,000 to support their financial goals. We have funding to support 25 providers through this program.

Head Start Program Operations

We completed our first of three internal monitoring events in October. During each monitoring cycle we monitor 1/3 of the children's files in the areas of health, education, disabilities, and enrollment. Our internal monitoring team worked very hard to complete the monitoring within two weeks and provided staff with corrective action plan due dates for any areas out of compliance. Trends in this data will be presented to management staff, and training and technical assistance will follow.

Teachers in our 10 month programs are holding teacher/parent conferences with families to discuss their child's progress in our program; the 12 month programs have already held their parent/teacher conferences.

We use the Creative Curriculum in our Head Start programs, and classrooms have finished up the "Trees" study and are moving on to the "Clothing Study". A special event all classrooms look forward to is the "Paper Bag Fashion Show" which is a culminating event for the clothing study. The program sends home a paper bag and invites families to be creative and work with their child to decorate the bag. The child then brings back the bag to the classroom, and wears it for a fashion show. Because all our sites are not back to allowing non-essential visitors on campus, this event will be virtual again this year.

We are gearing up to begin our Raising a Reader family engagement program. We kick off this event with a meeting to explain to families how to sit and engage with their children while reading a book each night supplied in the bag the children bring home every week. The bags are then returned to the classroom at the end of the week to be rotated and distributed to a different child the following week. This allows the families to engage with their child over a variety of literature. Primary language books are included in the book bags, and we explain to the parents that if they don't speak the language the book is written in, they can make up a story to go along with the pictures, as spending time with their child is the most important part of this process to reinforce brain and vocabulary development.

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted HHS-ADMINISTRATION FOR CHILDREN & FAMILIES				2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH01057204C3			
3. Recipient Organization (Name and complete address including Zip code) YOLO CO OFFICE OF EDUCATION 1280 SANTA ANITA CT STE 100, WOODLAND, CA 95776-6128 USA							
4a. UEI	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type	7. Basis of Accounting		
FP2JJT3E8UE7	1952746725A1	B3752P1		<input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: July 1, 2021			9. Reporting Period End Date (Month, Day, Year) To: June 30, 2022				
10. Transactions				Cumulative			
<i>(Use lines a-c for single or combined multiple grant reporting)</i>							
Federal Cash (To report multiple grants separately, also use FFR Attachment):							
a. Cash Receipts				\$20,574.00			
b. Cash Disbursements				\$20,574.00			
c. Cash on Hand (line a minus b)				\$0.00			
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized				\$20,574.00			
e. Federal share of expenditures				\$20,574.00			
f. Federal share of unliquidated obligations				\$0.00			
g. Total Federal share (sum of lines e and f)				\$20,574.00			
h. Unobligated balance of Federal funds (line d minus g)				\$0.00			
Recipient Share:							
i. Total recipient share required				\$0.00			
j. Recipient share of expenditures				\$0.00			
k. Remaining recipient share to be provided (line i minus j)				\$0.00			
Program Income:							
l. Total Federal share of program income earned				\$0.00			
m. Program income expended in accordance with the deduction alternative				\$0.00			
n. Program income expended in accordance with the addition alternative				\$0.00			
o. Unexpended program income (line l minus line m and line n)				\$0.00			
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Fixed	10.64	July 1, 2021	June 30, 2022	\$18,580.83	\$1,977.00	\$1,977.00
g. Totals:					\$18,580.83	\$1,977.00	\$1,977.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: Head Start COVID-19 \$13,829; Early Head Start COVID-19 \$6,745							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official				c. Telephone (Area code, number, and extension)			
Hinely, Debra Director Internal Business Services				+1 (530) 668-3728			
				d. Email Address debra.hinely@ycoe.org			
b. Signature of Authorized Certifying Official Hinely, Debra				e. Date Report Submitted (Month, Day, Year) October 5, 2022			

Standard Form 425
OMB Approval Number: 4040-0014
Expiration Date: 02/28/2025

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 4040-0014. Public reporting burden for this collection of information is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Health & Human Services, OS/OCIO/PRA, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PRA Reports Clearance Officer

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : HHS-ADMINISTRATION FOR CHILDREN & FAMILIES

Federal Grant ID : 09CH01057204C3

Recipient Organization : YOLO CO OFFICE OF EDUCATION
1280 SANTA ANITA CT STE 100, WOODLAND, CA 95776-6128 USA

UEI : FP2JJT3E8UE7

UEI Status when Certified : ACTIVE (as of 10/05/2022)

EIN : 1952746725A1

Reporting Period End Date : June 30, 2022

Status : Report Certified/Pending Agency Approval

Remarks : Head Start COVID-19 \$13,829; Early Head Start COVID-19 \$6,745

Federal Agency Review

Reviewer Name :
Phone # :
Email :
Review Date :
Review Comments :

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted HHS-ADMINISTRATION FOR CHILDREN & FAMILIES				2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 09CH01057204			
3. Recipient Organization (Name and complete address including Zip code) YOLO CO OFFICE OF EDUCATION 1280 SANTA ANITA CT STE 100, WOODLAND, CA 95776-6128 USA							
4a. UEI	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type	7. Basis of Accounting		
FP2JJT3E8UE7	1952746725A1	B3752P1		<input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual		
8. Project/Grant Period (Month, Day, Year) From: July 1, 2021			9. Reporting Period End Date (Month, Day, Year) To: June 30, 2022				
10. Transactions				Cumulative			
<i>(Use lines a-c for single or combined multiple grant reporting)</i>							
Federal Cash (To report multiple grants separately, also use FFR Attachment):							
a. Cash Receipts				\$4,489,599.04			
b. Cash Disbursements				\$4,489,599.04			
c. Cash on Hand (line a minus b)				\$0.00			
<i>(Use lines d-o for single grant reporting)</i>							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized				\$4,709,587.00			
e. Federal share of expenditures				\$4,489,599.04			
f. Federal share of unliquidated obligations				\$0.00			
g. Total Federal share (sum of lines e and f)				\$4,489,599.04			
h. Unobligated balance of Federal funds (line d minus g)				\$219,987.96			
Recipient Share:							
i. Total recipient share required				\$1,177,397.00			
j. Recipient share of expenditures				\$1,122,400.00			
k. Remaining recipient share to be provided (line i minus j)				\$54,997.00			
Program Income:							
l. Total Federal share of program income earned				\$0.00			
m. Program income expended in accordance with the deduction alternative				\$0.00			
n. Program income expended in accordance with the addition alternative				\$0.00			
o. Unexpended program income (line l minus line m and line n)				\$0.00			
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Fixed	10.64	July 1, 2021	June 30, 2022	\$3,945,785.81	\$419,831.61	\$419,831.61
g. Totals:					\$3,945,785.81	\$419,831.61	\$419,831.61
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: Early Head Start T&TA \$36,778.19; Head Start \$3,193,473; Early Head Start \$1,232,264; Early Head Start T&TA \$27,083.85;							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official				c. Telephone (Area code, number, and extension)			
Hinely, Debra Director Internal Business Services				+1 (530) 668-3728			
				d. Email Address debra.hinely@ycoe.org			
b. Signature of Authorized Certifying Official Hinely, Debra				e. Date Report Submitted (Month, Day, Year) October 5, 2022			

Standard Form 425
OMB Approval Number: 4040-0014
Expiration Date: 02/28/2025

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 4040-0014. Public reporting burden for this collection of information is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Health & Human Services, OS/OCIO/PRA, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PRA Reports Clearance Officer

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : HHS-ADMINISTRATION FOR CHILDREN & FAMILIES

Federal Grant ID : 09CH01057204

Recipient Organization : YOLO CO OFFICE OF EDUCATION
1280 SANTA ANITA CT STE 100, WOODLAND, CA 95776-6128 USA

UEI : FP2JJT3E8UE7

UEI Status when Certified : ACTIVE (as of 10/05/2022)

EIN : 1952746725A1

Reporting Period End Date : June 30, 2022

Status : Report Certified/Pending Agency Approval

Remarks : Early Head Start T&TA \$36,778.19; Head Start \$3,193,473; Early Head Start \$1,232,264; Early Head Start T&TA \$27,083.85; Administrative \$480,622.14

Federal Agency Review

Reviewer Name :
Phone # :
Email :
Review Date :
Review Comments :

Executive Summary
2022/2023 Fiscal Year
September 2022

HEAD START & QUALITY IMPROVEMENT/PROGRAMA HEAD START			
Resource 5210 & 5219/Recurso 5210 & 5219			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	3,167,739.00
Expenditures/Gastos:			
Salaries/Salarios	\$ 124,649.11	\$	316,806.08
Benefits/Beneficios	\$ 50,874.01	\$	131,841.10
Supplies/Provisiones	\$ 2,049.60	\$	2,880.02
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	-
Site Supplies/Articulos de oficina para el centro	\$ 2,049.60	\$	2,880.02
Contracted Services/Servicios Contratados	\$ -	\$	5,847.36
Operations/Gastos de Operacion	\$ 23,902.56	\$	57,714.69
Building/Land Improvements	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ -	\$	-
Cafeteria Fund/transferencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 201,475.28	\$	515,089.25

EARLY HEAD START & QUALITY IMPROVEMENT/PROGRAMA EARLY HEAD START			
Resource 5212 & 5229/Recurso 5212 & 5229			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	1,218,015.00
Expenditures/Gastos:			
Salaries/Salarios	\$ 43,621.92	\$	129,087.84
Benefits/Beneficios	\$ 16,907.47	\$	50,579.06
Supplies/Provisiones	\$ 1,893.92	\$	2,733.74
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	-
Site Supplies/Articulos de oficina para el centro	\$ 1,893.92	\$	2,733.74
Contracted Services/Servicios Contratados	\$ 7,280.00	\$	12,530.43
Operations/Gastos de Operacion	\$ 4,437.39	\$	10,379.19
Building/Land Improvements	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ -	\$	-
Cafeteria Fund/transferencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 74,140.70	\$	205,310.26

HEAD START T&TA/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	34,554.00
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ 682.62	\$	1,282.62
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	-
Site Supplies/Articulos de oficina para el centro	\$ 682.62	\$	1,282.62
Contracted Services/Servicios Contratados	\$ 696.00	\$	2,496.00
Operations/Gastos de Operacion	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 1,378.62	\$	3,778.62

EARLY HEAD START T&TA/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	\$ 494.31	\$	1,094.31
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	-
Site Supplies/Articulos de oficina para el centro	\$ 494.31	\$	1,094.31
Contracted Services/Servicios Contratados	\$ 504.00	\$	1,704.00
Operations/Gastos de Operacion	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 998.31	\$	2,798.31

Credit Cards	Monthly Expense
Visa	\$ 4,182.00
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ 2,046.25
Interstate Oil	\$ 772.25
Total Credit Cards	\$ 7,000.50

Calculation of In-Kind Contributions			Administrative Percent Calculation	
	Dollars Expended	In-Kind Required		
	Year-To-Date			
Head Start	\$ 515,089.25	\$ 128,772.31	Maximum Percent Allowed	15%
HS T & TA	\$ 3,778.62	\$ 944.66	Calculated Percent for the Month	12%
Early HS	\$ 205,310.26	\$ 51,327.57	Annual Percentage	13%
EHS T & TA	\$ 2,798.31	\$ 699.58		
Total	\$ 726,976.44	\$ 181,744.11		
	Amount Required:	\$ 181,744.11		
	Actual In-Kind:	\$ 191,808.00		
	*Surplus/(Deficit):	\$ 10,063.89		
If deficit: will be returned to Federal Government from unrestricted dollars				

**Executive Summary
2022/2023 Fiscal Year
September 2022**

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	\$ 3,167,739	\$ 201,475	\$ 515,089	\$ 1,736,865	\$ 915,785	16.26%	54.83%	28.91%
Early Head Start/Quality Improvement	\$ 1,218,015	\$ 74,141	\$ 205,310	\$ 576,177	\$ 436,528	16.86%	47.30%	35.84%
Head Start Supp American Rescue Plan	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000	0.00%	0.00%	100.00%
Head Start Non-Competing New	\$ 100,825	\$ -	\$ -	\$ 14,680	\$ 86,145	0.00%	14.56%	85.44%
Head Start T&TA	\$ 34,554	\$ 1,379	\$ 3,779	\$ 2,397	\$ 28,378	10.94%	6.94%	82.13%
Early Head Start T&TA	\$ 25,983	\$ 998	\$ 2,798	\$ 1,681	\$ 21,504	10.77%	6.47%	82.76%
Total Grant	\$ 4,667,116	\$ 277,993	\$ 726,976	\$ 2,331,799	\$ 1,608,341	15.58%	49.96%	34.46%

Credit Cards	Monthly Expense
Visa	\$ 4,182.00
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ 2,046.25
Interstate Oil	\$ 772.25
Total Credit Card Expense	\$ 7,000.50

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	12%
Annual Percentage	13%

Calculation of In-Kind Contributions		
	Dollars Expended	In-Kind Required
	Year-To-Date	
Head Start & Quality Improvement:	\$ 515,089.25	\$ 128,772.31
Head Start T & TA:	\$ 3,778.62	\$ 944.66
Early Head Start & Quality Improvement:	\$ 205,310.26	\$ 51,327.57
Early Head Start T & TA:	\$ 2,798.31	\$ 699.58
Total	\$ 726,976.44	\$ 181,744.11
Amount Required:	\$ 181,744.11	
Actual In-Kind:	\$ 191,808.00	
*Surplus/(Deficit):	\$ 10,063.89	
If deficit: will be returned to Federal Government from unrestricted dollars		

**Executive Summary
2022/2023 Fiscal Year
September 2022**

Early Head Start & Quality Improvement

Resource 5212 EHS & RS 5229 Quality Budgets

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	1,218,015	0	1,218,015	0	0	0	1,218,015	100.00%
Prior Year	0	0	0	0	0	0	0	#DIV/0!
COLA	0	0	0	0	0	0	0	
Total Revenues	1,218,015	0	1,218,015	0	0	0	1,218,015	100.00%
Expenditures								
Salaries	628,434	0	628,434	43,622	129,088	355,851	143,496	22.83%
Benefits	264,769	0	264,769	16,907	50,579	144,966	69,224	26.15%
Supplies	33,474	0	33,474	1,894	2,734	10,378	20,363	60.83%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,921	0	1,921	0	0	0	1,921	100.00%
<i>Site Supplies</i>	31,553	0	31,553	1,894	2,734	10,378	18,442	58.45%
Travel & Conference	3,447	0	3,447	427	753	0	2,694	78.16%
Dues & Memberships	1,320	0	1,320	544	544	554	223	16.86%
Insurance	3,051	0	3,051	0	0	0	3,051	100.00%
Operations and Housekeeping	212	0	212	41	41	0	171	80.81%
Rentals, Leases, Repairs & Noncapitalized								
Improvements	2,200	0	2,200	53	79	150	1,971	89.60%
Direct Costs for Transfer of Services	48,432	0	48,432	3,373	8,963	0	39,469	81.49%
Professional/Contracted Services & Operating								
Expenditures	111,332	0	111,332	7,280	12,530	64,279	34,523	31.01%
Intergovernmental Fees	1,035	0	1,035	0	0	0	1,035	100.00%
Indirect Costs	120,309	0	120,309	0	0	0	120,309	100.00%
Improvements	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	1,218,015	0	1,218,015	74,141	205,310	576,177	436,528	35.84%

Executive Summary
2022/2023 Fiscal Year
Septiembre 2022
PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2022/2023

Recurso 5212 & 5229

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	Sobrecargado		
Ingresos:								
Todos los otros Federales	1,218,015	0	1,218,015	0	0	0	1,218,015	100.00%
	0	0	0	0	0	0	0	#DIV/0!
	0	0	0	0	0	0	0	
Total de Ingresos	1,218,015	0	1,218,015	0	0	0	1,218,015	100.00%
Gastos:								
Salarios	628,434	0	628,434	43,622	129,088	355,851	143,496	22.83%
Beneficios	264,769	0	264,769	16,907	50,579	144,966	69,224	26.15%
Provisiones	33,474	0	33,474	1,894	2,734	10,378	20,363	60.83%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	1,921	0	1,921	0	0	0	1,921	100.00%
<i>Articulos de oficina para el centro</i>	31,553	0	31,553	1,894	2,734	10,378	18,442	58.45%
Viaje y Conferencia	3,447	0	3,447	427	753	0	2,694	78%
Cuotas y Membresías	1,320	0	1,320	544	544	554	223	17%
Seguro	3,051	0	3,051	0	0	0	3,051	100%
Operations and Housekeeping	212	0	212	41	41	0	171	81%
Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	2,200	0	2,200	53	79	150	1,971	90%
Costos Directos para Transferencias de Servicios	48,432	0	48,432	3,373	8,963	0	39,469	81%
Servicios Profesionales/Contratados y Gastos de	111,332	0	111,332	7,280	12,530	64,279	34,523	31%
Cuotas Intergubernamentales	1,035	0	1,035	0	0	0	1,035	100%
Gastos Indirectos	120,309	0	120,309	0	0	0	120,309	100%
Equipment	0	0	0	0	0	0	0	#DIV/0!
Total de Gastos	1,218,015	0	1,218,015	74,141	205,310	576,177	436,528	36%

**Executive Summary
2022/2023 Fiscal Year
September 2022
HEAD START T&TA**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	34,554	0	34,554	0	0	0	0	34,554	100.00%
COLA	0	0	0	0	0	0	0	0	
Total Revenues	34,554	0	34,554	0	0	0	0	34,554	100.00%
Expenditures									
Salaries	0	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0	0.00%
Supplies	2,990	0	2,990	683	1,283	581	1,126		37.66%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,125	0	1,125	0	0	0	1,125		100.00%
<i>Site Supplies</i>	1,865	0	1,865	683	1,283	581	1		0.05%
Travel & Conference	21,861	0	21,861	0	0	0	21,861		100.00%
Contracted Services	9,703	0	9,703	696	2,496	1,816	5,391		55.56%
Indirect Costs	0	0	0	0	0	0	0		#DIV/0!
Total Expenditures	34,554	0	34,554	1,379	3,779	2,397	28,378		82.13%

Executive Summary
2022/2023 Fiscal Year
Septiembre 2022
PROGRAMA HEAD START T&TA

Recurso 5208

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	Sobrecargado		
Ingresos:								
Todos los otros Federales	34,554	0	34,554	0	0	0	34,554	100%
COLA	0	0	0	0	0	0	0	0%
Total de Ingresos	34,554	0	34,554	0	0	0	34,554	100%
Gastos:								
Salarios	0	0	0	0	0	0	0	0%
Beneficios	0	0	0	0	0	0	0	0%
Provisiones	2,990	0	2,990	683	1,283	581	1,126	38%
<i>Artículos para las actividades de los padres y comida para las juntas</i>	1,125	0	1,125	0	0	0	1,125	100%
<i>Artículos de oficina para el centro</i>	1,865	0	1,865	683	1,283	581	1	0%
Viaje y Conferencia	21,861	0	21,861	0	0	0	21,861	100%
Servicios Contratados	9,703	0	9,703	696	2,496	1,816	5,391	56%
Gastos Indirectos	0	0	0	0	0	0	0	#DIV/0!
Total de Gastos	34,554	0	34,554	1,379	3,779	2,397	28,378	82%

**Executive Summary
2022/2023 Fiscal Year
September 2022**

**HEAD START & QUALITY IMPROVEMENT
2022/2023 BUDGET**

Resource 5210 HS & Quality Improvement RS 5219

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	3,167,739	0	3,167,739	0	0	0	0	3,167,739	100.00%
Indirect	0	0	0	0	0	0	0	0	0.00%
COLA	0	0	0	0	0	0	0	0	0.00%
Total Revenues	3,167,739	0	3,167,739	0	0	0	0	3,167,739	100.00%
Expenditures:									
Salaries	1,654,525	0	1,654,525	124,649	316,806	1,054,686	283,033		17.11%
Benefits	744,770	0	744,770	50,874	131,841	451,585	161,344		21.66%
Supplies	26,454	0	26,454	2,050	2,880	11,350	12,224		46.21%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	191	0	191	0	0	0	191		100.00%
<i>Site Supplies</i>	26,263	0	26,263	2,050	2,880	11,350	12,033		45.82%
Travel & Conference	15,676	0	15,676	936	1,358	0	14,318		91.34%
Dues & Memberships	1,635	0	1,635	1,631	1,631	1,678	(1,674)		-102.37%
Insurance	13,568	0	13,568	0	0	0	13,568		100.00%
Operations & Housekeeping	688	0	688	164	167	37	484		70.41%
Rentals, Leases, Repairs & Noncapitalized Improvements	712	0	712	210	315	600	(203)		-28.58%
Direct Costs for Transfer of Services	251,373	0	251,373	20,373	53,582	0	197,791		78.68%
Professional/Contracted Services & Operating Expenditures	130,471	0	130,471	0	5,847	207,362	(82,738)		-63.41%
Intergovernmental Fees	6,445	0	6,445	588	661	1,037	4,747		73.65%
Equipment	8,531	0	8,531	0	0	8,531	0		0.01%
Indirect Costs	312,891	0	312,891	0	0	0	312,891		100.00%
Improvements	0	0	0	0	0	0	0		#DIV/0!
Total Expenditures	3,167,739	0	3,167,739	201,475	515,089	1,736,865	915,785		28.91%

Executive Summary
2022/2023 Fiscal Year
Septiembre 2022
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	3,167,739	0	3,167,739	0	0	0	3,167,739	100%
	COLA	0	0	0	0	0	0	0	0%
	Total Revenues/Total de Ingresos	3,167,739	0	3,167,739	0	0	0	3,167,739	100%
Gastos:									
	Salarios	1,654,525	0	1,654,525	124,649	316,806	1,054,686	283,033	17%
	Beneficios	744,770	0	744,770	50,874	131,841	451,585	161,344	22%
	Provisiones	26,454	0	26,454	2,050	2,880	11,350	12,224	46%
	<i>Articulos para las actividades de los padres y comida para las juntas</i>	191	0	191	0	0	0	191	100%
	<i>Articulos de oficina para el centro</i>	26,263	0	26,263	2,050	2,880	11,350	12,033	46%
	Viaje y Conferencia	15,676	0	15,676	936	1,358	0	14,318	91%
	Cuotas y Membresías	1,635	0	1,635	1,631	1,631	1,678	(1,674)	-102%
	Seguro	13,568	0	13,568	0	0	0	13,568	100%
		688	0	688	164	167	37	484	70%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	712	0	712	210	315	600	(203)	-29%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	251,373	0	251,373	20,373	53,582	0	197,791	79%
	Operación	130,471	0	130,471	0	5,847	207,362	(82,738)	-63%
	Cuotas Intergubernamentales	6,445	0	6,445	588	661	1,037	4,747	74%
	Mejoras a los Terrenos	8,531	0	8,531	0	0	8,531	0	0%
	Gastos Indirectos	312,891	0	312,891	0	0	0	312,891	100%
	transferencia al fondo del café	0	0	0	0	0	0	0	#DIV/0!
	Total de Gastos	3,167,739	0	3,167,739	201,475	515,089	1,736,865	915,785	29%

**Executive Summary
2022/2023 Fiscal Year
September 2022
EARLY HEAD START T&TA**

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received			Balance	% %
				Current	Year-to-date	Encumbered		
Revenues								
All Other Federal	25,983	0	25,983	0	0	0	25,983	100.00%
Total Revenues	25,983	0	25,983	0	0	0	25,983	100.00%
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	2,236	0	2,236	494	1,094	401	741	33.15%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	720	0	720	0	0	0	720	100.00%
<i>Site Supplies</i>	1,516	0	1,516	494	1,094	401	21	1.40%
Travel & Conference	17,851	0	17,851	0	0	0	17,851	100.00%
Contracted Services	5,896	0	5,896	504	1,704	1,280	2,912	49.39%
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	25,983	0	25,983	998	2,798	1,681	21,504	82.76%

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Executive Summary
2022/2023 Fiscal Year
Septiembre 2022
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	0	0	0	25,983	100%
Total de Ingresos	25,983	0	25,983	0	0	0	25,983	100%
Gastos:								
Salarios	0	0	0	0	0	0	0	0%
Beneficios	0	0	0	0	0	0	0	0%
Provisiones	2,236	0	2,236	494	1,094	401	741	33%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	720	0	720	0	0	0	720	100%
<i>Articulos de oficina para el centro</i>	1,516	0	1,516	494	1,094	401	21	1%
Viaje y Conferencia	17,851	0	17,851	0	0	0	17,851	100%
Servicios Contratados	5,896	0	5,896	504	1,704	1,280	2,912	49%
Gastos Indirectos	0	0	0	0	0	0	0	#DIV/0!
	0	0	0	0	0	0	0	0%
Total de Gastos	25,983	0	25,983	998	2,798	1,681	21,504	83%

**Executive Summary
2022/2023 Fiscal Year
September 2022**

HEAD START SUPP AMERICAN RESCUE PLAN

Resource 5246

		Expended/Received							
	CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Encumbered	Balance	%
Revenues									
	All Other Federal	120,000	0	120,000	0	0	0	120,000	100.00%
	All other Fed Rev Carryover				0	0	0	0	
	Total Revenues	120,000	0	120,000	0	0	0	120,000	100.00%
Expenditures									
	Salaries	0	0	0	0	0	0	0	0.00%
	Benefits	0	0	0	0	0	0	0	0.00%
	Supplies	1,000	0	1,000	0	0	0	1,000	100.00%
	<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!
	<i>Site Supplies</i>	1,000	0	1,000	0	0	0	1,000	100.00%
	Travel & Conference	0	0	0	0	0	0	0	#DIV/0!
	Rentals, Leases, Repairs & Noncapitalized Improvements	0	0	0	0	0	0	0	#DIV/0!
	Contracted Services	17,976	0	17,976	0	0	0	17,976	100.00%
	Building & Improvements	98,944	0	98,944	0	0	0	98,944	100.00%
	Other Transfers & Indirect Total	2,080	0	2,080	0	0	0	2,080	100.00%
				0					
	Total Expenditures	120,000	0	120,000	0	0	0	120,000	100.00%

**Executive Summary
2022/2023 Fiscal Year
September 2022**

HEAD START NON-COMPETING NEW

Resource 5256

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
Revenues									
All Other Federal	100,825	0	100,825	0	0	0	0	100,825	100.00%
All other Fed Rev Carryover	0		0	0	0	0	0	0	
Total Revenues	100,825	0	100,825	0	0	0	0	100,825	100.00%
Expenditures									
Salaries	0	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0	0.00%
Supplies	60,634	0	60,634	0	0	12,265	48,369	79.77%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	60,634	0	60,634	0	0	12,265	48,369	79.77%	
Travel & Conference	0	0	0	0	0	0	0	0	#DIV/0!
Rentals, Leases, Repairs & Noncapitalized Improvements									
Contracted Services	30,232	0	30,232	0	0	2,415	27,817	92.01%	
Other Transfers & Indirect Costs	9,959	0	9,959	0	0	0	9,959	100.00%	
							0		
Total Expenditures	100,825	0	100,825	0	0	14,680	86,145	85.44%	

**Executive Summary
2022/2023 Fiscal Year
September 2022**

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

MANAGER	VISA
Gail Nadal	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Shannon McClarin	
Travel/Conference	\$ -
Center Supplies	\$ 4,182.00
TOTAL	\$ 4,182.00
Genet Telahun	
Travel/Conference	
Center Supplies	
TOTAL	\$ -
Amee Dowkes	
Travel/Conference	
Center Supplies	
TOTAL	\$ -
Gustavo Melgoza	
Travel/Conference	\$ -
Center Supplies	
TOTAL	\$ -
Connie Luna	
Travel/Conference	\$ -
Center Supplies	
TOTAL	\$ -
Nicole Castrejon	
Travel/Conference	\$ -
Center Supplies	
	\$ -
VISA Grand Total	\$ 4,182.00
Nugget/Food4Less	\$ 2,046.25
InterState Oil	\$ 772.25
TOTAL MONTHLY EXPENDITURES:	\$ 7,000.50

**Credit card statements available upon request

**Executive Summary
2022/2023 Fiscal Year
Septiembre 2022**

**Programas Head Start/Early Head Start
REPORTE DE TARJETAS DE CRÉDITO
Año FISCAL 2022/2023**

SUPERVISOR	VISA
Gail Nadal	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ -
	\$ -
Shannon McClarin	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ 4,182.00
Total	\$ 4,182.00
Genet Telahun	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ -
Total	\$ -
Amee Dowkes	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ -
Total	\$ -
Gustavo Melgoza	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ -
Total	\$ -
Connie Luna	
Viaje/conferencia	\$ -
Articulos para oficina	\$ -
Total	\$ -
Nicole Castrejon	
Viaje/conferencia	\$ -
Articulos para oficina	\$ -
Total	\$ -
VISA Grand Total	\$ 4,182.00
NUGGET/FOOD 4 LESS	\$ 2,046.25
INTERSTATE OIL	\$ 772.25

Total de Gastos Mensuales: \$ 7,000.50 ***

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

**Executive Summary
2022/2023 Fiscal Year
September 2022**

Headstart / Early Head Start

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
-	-	#DIV/0!	\$ -	#DIV/0!

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	\$ 22,994.65	\$ 302.26

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 277,992.91	All Grants
Required 20 percent NFS	\$ 69,498.23	Non Federal Share
Total Approved Costs	\$ 347,491.14	
15% Administrative Cost Limitation	<u>\$ 52,123.67</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 302.26	Per Above Calculation in step 1
School Admin	\$ 11,268.59	Staff charged to Administration
General Admin	\$ 25,908.94	Indirect
Total	<u>\$ 37,479.79</u>	

Grant Expenditures	\$ 277,992.91
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 277,992.91</u>

Currently Charged Admin Costs	\$ 37,479.79
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 37,479.79</u>

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

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 11%

**Executive Summary
2022/2023 Fiscal Year
September 2022**

HEAD START/EARLY HEAD START

Month	Year	Location									Grand	
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln/Plainfield	Valley Oak/Winters	MCC	Total	
July	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
August	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
September	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
October	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
November	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
December	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
January	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
February	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
March	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
April	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
May	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
June	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
		\$ 191,808.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191,808.00

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of 7/31/22	In-Kind Required
Head Start & Quality Improvement:	515,089.25	128,772.31
Head Start T & TA:	3,778.62	944.66
Early Head Start & Quality Improvement:	205,310.26	51,327.57
Early Head Start T & TA:	2,798.31	699.58
Total:	726,976.44	181,744.11

Amount Required: 181,744.11
Actual In-Kind: 191,808.00
***Surplus/(Deficit): 10,063.89**
Surplus(Deficit): 10,063.89

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

Notice of Public Meeting

**YOLO COUNTY OFFICE OF EDUCATION
HEAD START/EARLY HEAD START/STATE FUNDED PROGRAMS
POLICY COUNCIL MEETING AGENDA
October 27, 2022, from 9:30 a.m. to 10:30 a.m.
1280 Santa Anita Court Suite 140 Woodland, CA 95776**

1.0 Call to Order – Oscar Morales

1.1 Election of Officers: Oscar Morales

**1.1.1 Chair –
M1: M2:**

**1.1.2 Vice Chair –
M1: M2:**

**1.1.3 Secretary –
M1: M2:**

Action 2.0 Introductions/Recognition of Visitors – *Elected Chair*

Action 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.

3.1 Approval – Resolution #21-22/49

Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing.

M1: M2:

3.2 Approval – October 27, 2022, Agenda

M1: M2:

3.3 Approval – September 22, 2022, Minutes

M1: M2:

Action **4.0** **Public Comment:**

<i>This will be a virtual meeting - please use Zoom for Public Comment</i>

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: Margie Valenzuela

5.1 Employment of New Hires

M1: M2:

5.2 Employment of Substitutes

M1: M2:

5.3 Employment of Various Service Providers

M1: M2:

**Information,
Discussion &
Possible Action**

6.0 Financial Reports: - Debra Hinely, Director IFS

6.1 Monthly Financial Report

6.2 Annual Federal Financial Report Head Start Award 09CH01057204

**6.3 Annual Federal Financial Report Head Start COVID-19 Award
09CH01057204C3**

Information,
Discussion &
Possible Action

7.0 Open Session:

7.1 Old Business:

7.2 New Business:

7.2.1 Resolution #22-23/16 - Designation of an Administrator to act on behalf of the Board in the overall Management of a Child Care Facility.

M1:

M2:

7.2.2 Information/Approval: COVID-19 Vaccine Exemption Policy/Procedure

M1:

M2:

Information

8.0 Program Operations: Service Area Reports- Jackie Tam, Site Coordinator

Discussion

9.0 Program Reports – Shannon McClarin, Director ECE/HS/EHS

9.1 Community Updates- Community Members

9.2 Alyce Norman EHS & HS Representative

9.3 Esparto Center HS Representative

9.4 Home Base EHS Representative

9.5 Greengate Center HS Representative

9.6 Lemen Center EHS Representative

9.7 Marguerite Montgomery EHS & HS Representative

9.8 Plainfield Center HS Representative

9.9 Prairie Center HS Representative

9.10 Wolfskill Center HS Representative

9.11 Woodland Central Center HS Representative

Information

10.0 Confirmation Next Meeting Date

**Regular Meeting-* Thursday, November 17, 2022, at 9:30am

M1:

M2:

Action

11.0 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 Vanessa Lopez 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
September 22, 2022, at 9:30 am - 10:30 am
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:

Alysia Damian
Kati Ojeda Mendoza
Marissa Gallardo
Maria G. Hernandez
Johana Lopez Chavez
Maria Aceves

YCOE Staff:

Marco Raya, Interpreter
Jacqueline Tam, Site Coordinator
Connie Luna, Site Coordinator
Silvia Meza-Lara, Site Coordinator

YCOE Administration:

Crissy Huey, Associate Superintendent
Margie Valenzuela, Executive Director of
Human Resources
Debra Hinely, Director of Internal Fiscal
Services
Shannon McClarin, ECE Director
Sonya Martinez, Sr. Bus. Service Tech.

AFSCME Council 57:

None

Community Members Present:

None

Action

1.0 Call to Order – 9:37 AM by Alysia Damian

2.0 Introductions/Recognition of Visitors – Alysia Damian

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 – Resolution #21-22/49

Renew authorization for remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) local officials continue to recommend measures to promote social distancing.

M1: Kati Ojeda

M2: Maria Aceves

3.2 Approval – September 22, 2022, Agenda

M1: Maria Aceves

M2: Kati Ojeda

3.3 Approval- August 25, 2022, Minutes

M1: Maria Aceves

M2: Kati Ojeda

Action

4.0 Public Comment: None

<i>This is a virtual meeting - please use Zoom for Public Comment</i>

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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: Margie Valenzuela

5.1 Employment of New Hires:

M1: M2:

5.2 Employment of Substitutes:

M1: M2:

5.3 Employment of Various Service Providers:

M1: M2:

**Information,
Discussion &
Possible Action**

6.0 Financial Reports: -Sonya Martinez

6.1 Monthly Financial Report -Sonya Martinez

Sonya reported on the financials for the month August 2022. The percentage of the budget spent is 9.62%. The total percentage encumbered is 53.40% and 36.98% is not obligated or has not been spent at this time. The amount spent in credit card accounts was (\$9,910.79) for the month. The administrative percentage is at 15%. There is an in-kind surplus/(deficit) of \$79,562.12

6.2 Carryover Report – Sonya Martinez

Sonya reported on carry over financial for the month of August 2022. The percentage of the budget spent was at 99.08%. The total percentage encumbered was 0.00% and 0.92% is not obligated or was not spent. The amount spent in credit card accounts was \$23,372.41 for the month. The administrative percentage was at 12%. There was an in-kind surplus/(deficit) of \$518,892.02.

**Discussion &
Possible Action**

7.0 Open Session:

7.1 Old Business: None

7.2 New Business: None

Information 8.0 Program Operations: Service Area Reports- Sandra Hernandez, Site Coordinator

- 8.1 Family Support Services – Nicole Castrejon – None
- 8.2 Child Health Services – Gustavo Melgoza
- 8.3 Education Services/Special Services – Ameer Dowkes - None
- 8.4 Nutrition Services – None
- 8.5 Site Coordinator/Home Base – Connie Luna – None
- 8.6 Site Coordinator – Jacqueline Tam
- 8.7 Site Coordinator – Sandra Hernandez – None
- 8.8 Site Coordinator – Silvia Meza-Lara – None

Discussion 9.0 Program Reports – Gustavo Melgoza, Health Manager

- 9.1 Community Updates- Community Members- None
- 9.1.2 Alyce Norman EHS & HS Representative- None
- 9.1.3 Esparto Center HS Representative- **Kati Ojeda shared they had their parent orientation, beginning activities and elections for policy council voted for new representatives.**
- 9.1.4 Home Base EHS Representative- None
- 9.1.5 Greengate Center HS Representative- None
- 9.1.6 Lemen Center EHS Representative- None
- 9.1.7 Marguerite Montgomery EHS & HS Representative-None
- 9.1.8 Plainfield Center HS Representative-None
- 9.1.9 Prairie Center HS Representative- **Alycia Damian shared they had their parent orientation and school year has started.**
- 9.1.10 Wolfskill Center HS Representative-None
- 9.1.11 Woodland Central Center - None

10.0 Confirmation Next Meeting Date: *October 27, 2022, at 9:30 AM*

M1: Kati Ojeda

M2: Maria Aceves

Action 11.0 Motion for Adjournment 10:12 am

M1: Maria Aceves

M2: Kati Ojeda

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



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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

5. 3. Cesar Chavez Attendance Report

Description

Cesar Chavez Attendance Report for November 2022.

Supporting Documents



Data for Board November 2022



Data for Board November 2022

Contact Person

Alan Rogers, Interim Superintendent of Equity and Support Services will present this item.

Information

For information. Al Rogers, Interim Assistant Superintendent, Equity and Support Services will be in attendance to answer any questions.

ATTENDANCE REPORTS

Dan Jacobs

Cesar Chavez Community School - Woodland

Yolo County Career Program (YCCP)

Chavez Extension Program



Program Enrollment

	Dan Jacobs	Cesar Chavez	YCCP	Chavez Extension Program
Enrollment				
Program Notes:	Duration (days): 1. 120+: 0 2. 30+: 0 3. 15+: 0 4. 5+: 3 • 3 New Enrollment	In-person instruction: 14 Independent Study: 6 • 4 New Enrollments	In-person instruction: 12 Independent Study: 0 • 0 New Enrollment	In-person instruction: 12 Independent Study: 0 • 0 New Enrollment

Attendance Update: 11/1/22

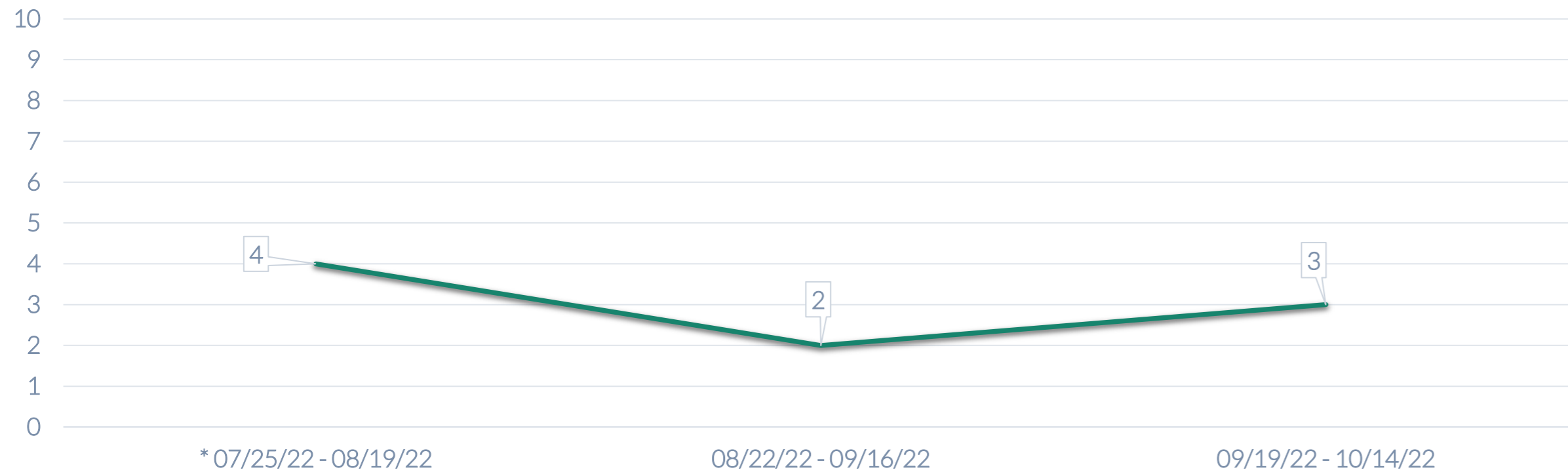


Dan Jacobs School

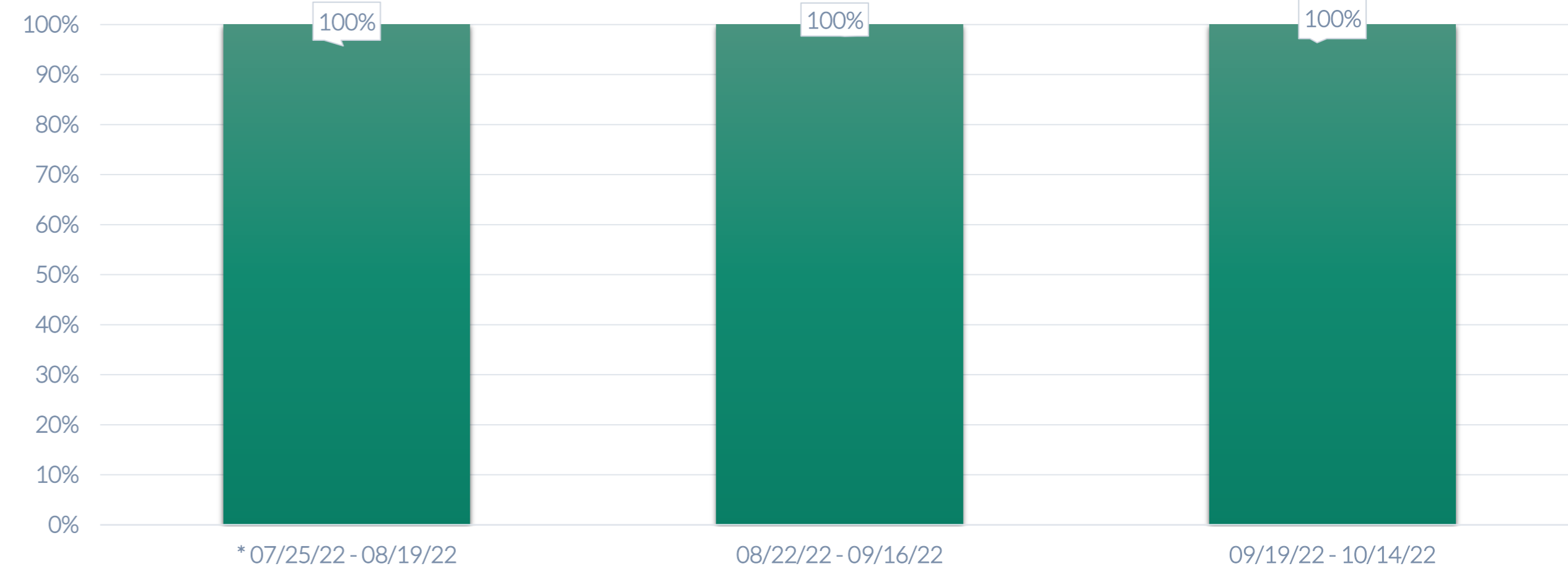
Months 2-4 (2022-2023)

Attendance Period: 07/25/2022- 10/14/2022

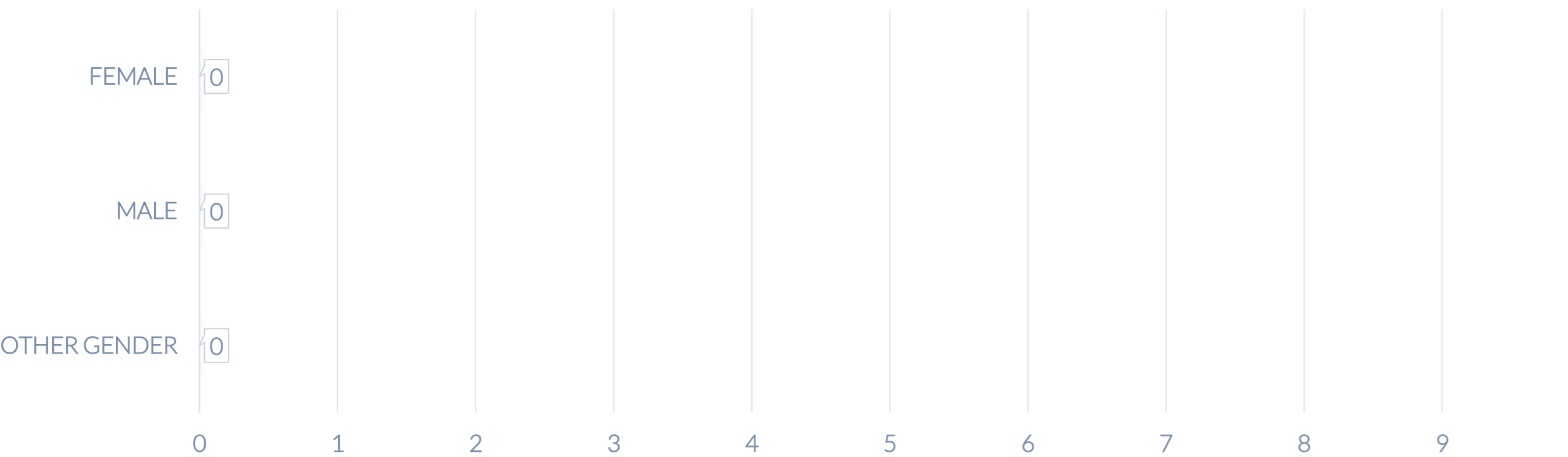
Enrollment Totals (#)
(Total Enrollments for each attendance period)
**ESY - Extended School Year*



Average Attendance (%)
**ESY - Extended School Year*



Gender
Attendance Period: 09/19/2022 - 10/14/2022
(Data is pulled from the Aeries attendance dashboard on the final day of the attendance period and may not reflect total enrollments for the reporting period).



School District of Residence
(Data is based on ending enrollment for the attendance month)

- Woodland JUSD = 0%
- Washington USD = 0%
- Davis JUSD = 0%
- Esparto USD = 0%
- Winters JUSD = 0%



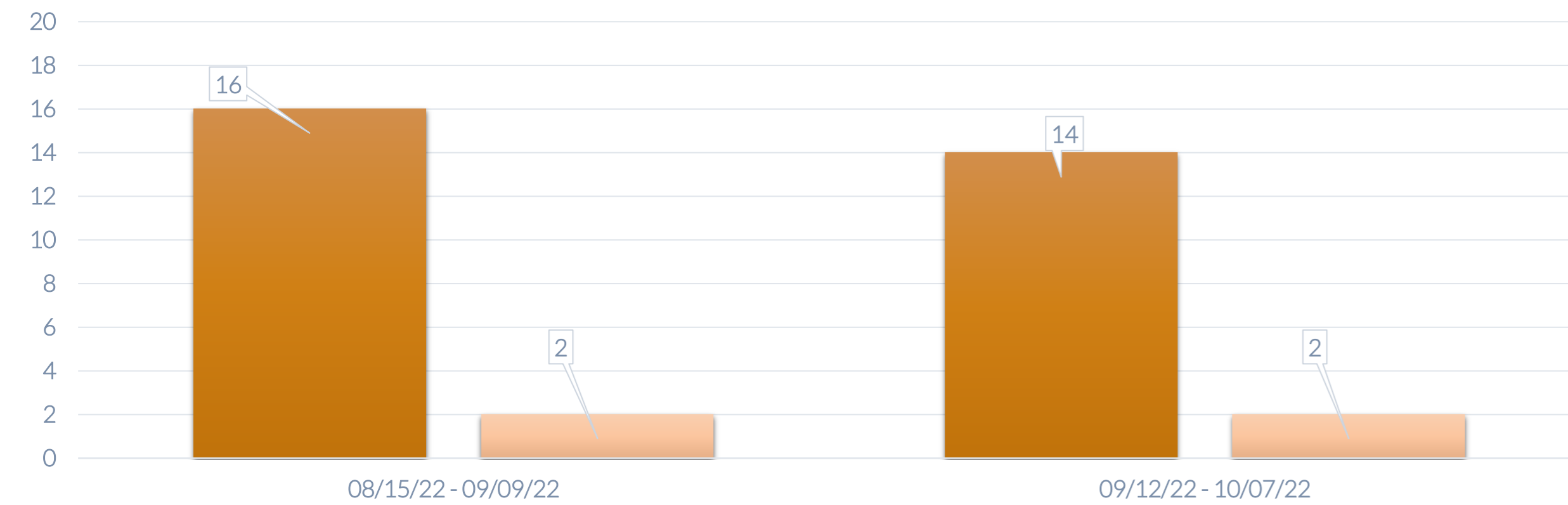
Cesar Chavez Community School- Woodland

Month 1 -2 (2022-2023)

Attendance Period: 08/15/2022- 10/07/2022

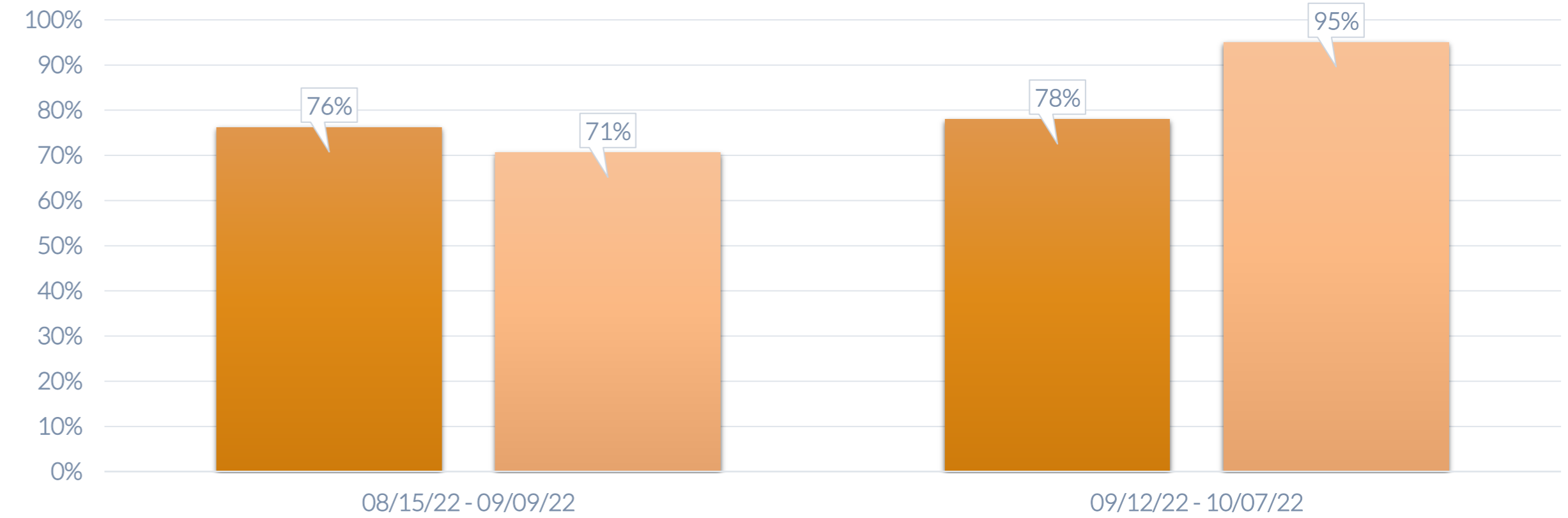
Enrollment Totals (#)
(Total Enrollments for each attendance period)

Classroom
Independent Study



Average Attendance (%)

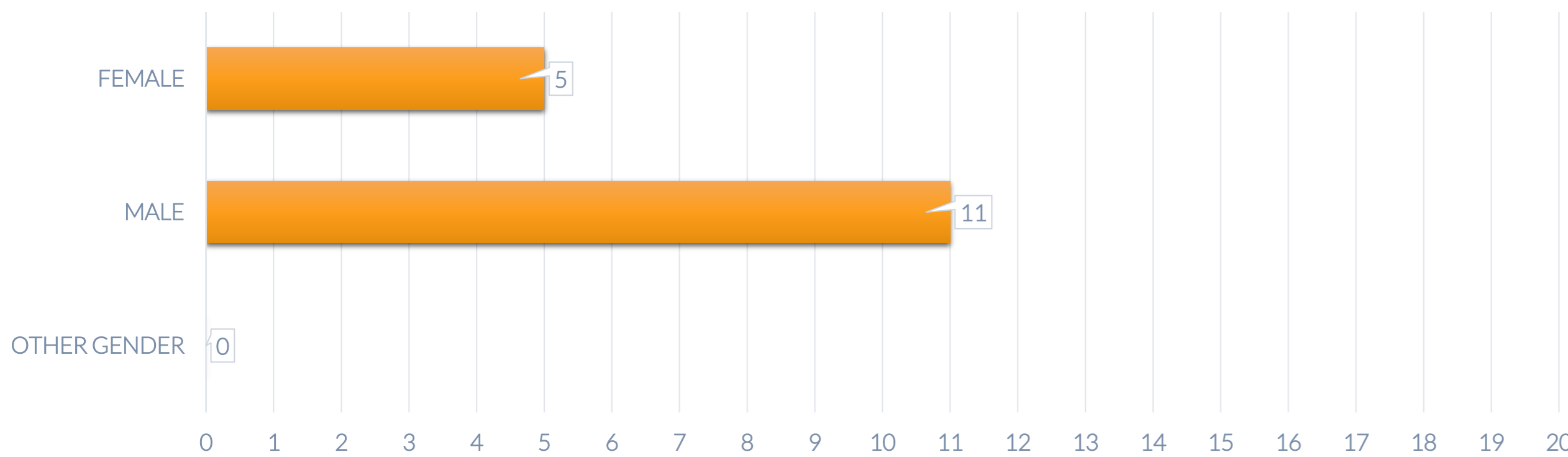
Classroom
Independent Study



Gender

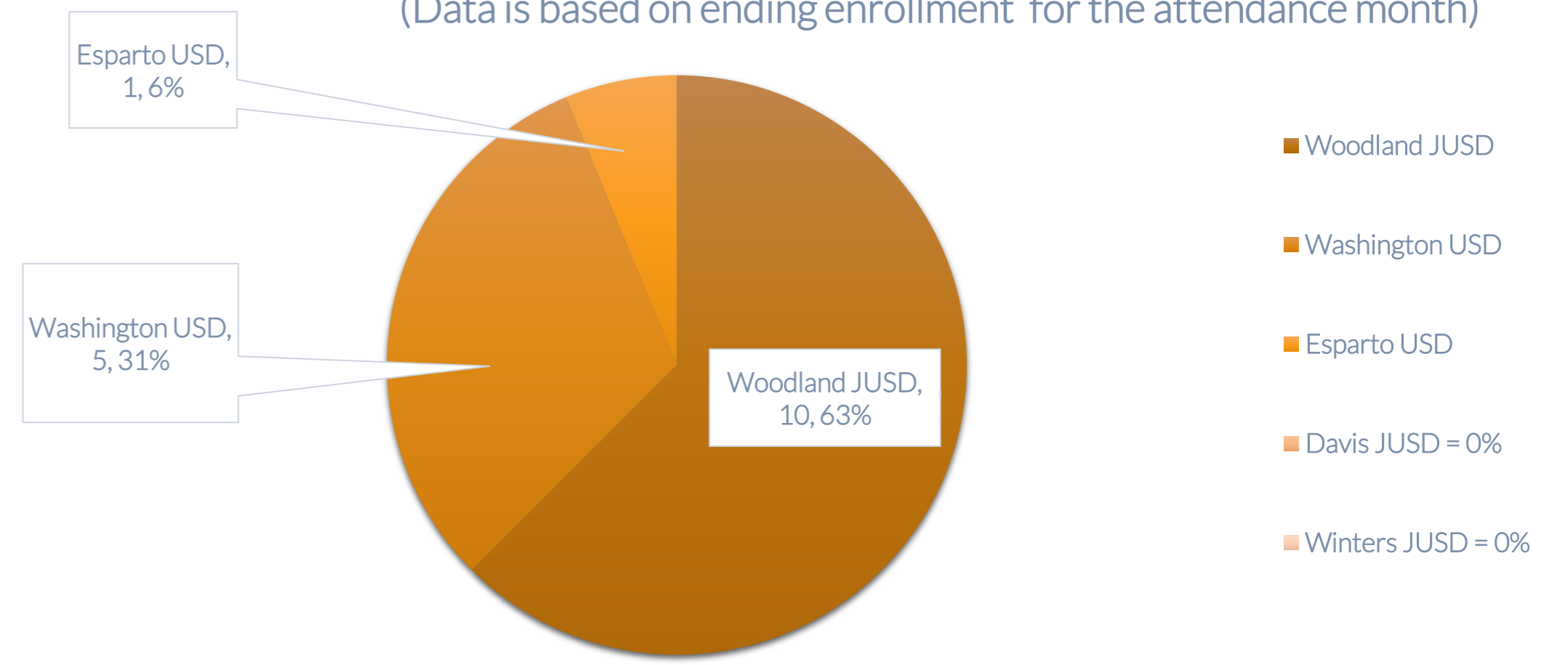
Attendance Period: 09/12/22 - 10/07/22

(Data is pulled from the Aeries attendance dashboard on the final day of the attendance period and may not reflect total enrollments for the reporting period.)



School District of Residence

(Data is based on ending enrollment for the attendance month)



YCCP (Yolo County Career Program)

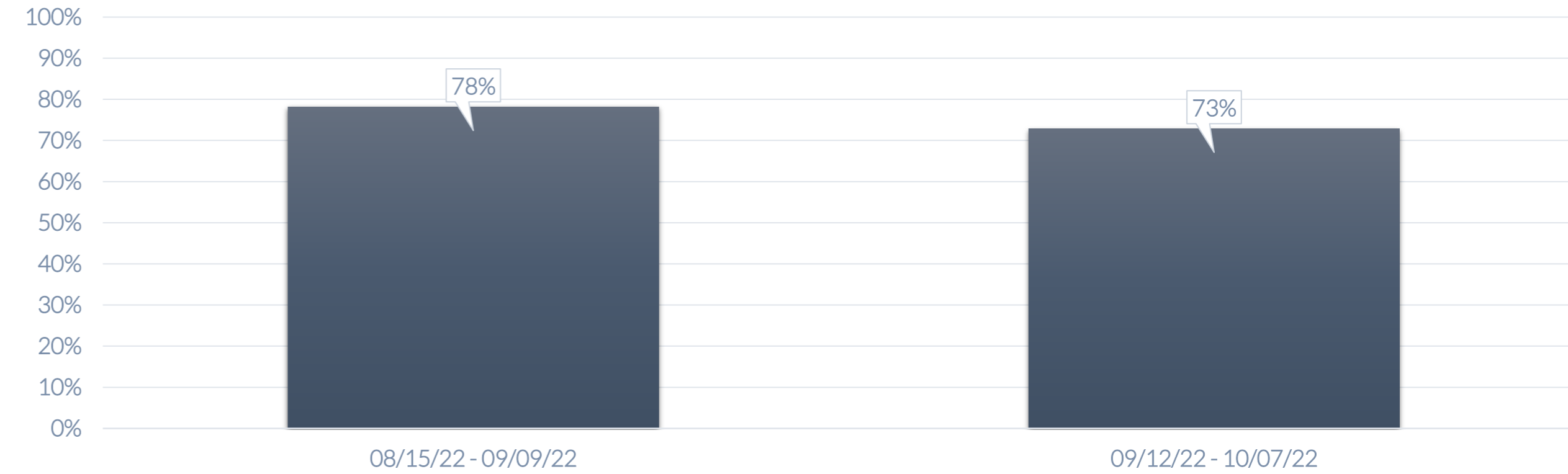
Month 1 -2 (2022-2023)

Attendance Period: 08/15/2022- 10/07/2022

Enrollment Totals (#)
(Total Enrollments for each attendance period)

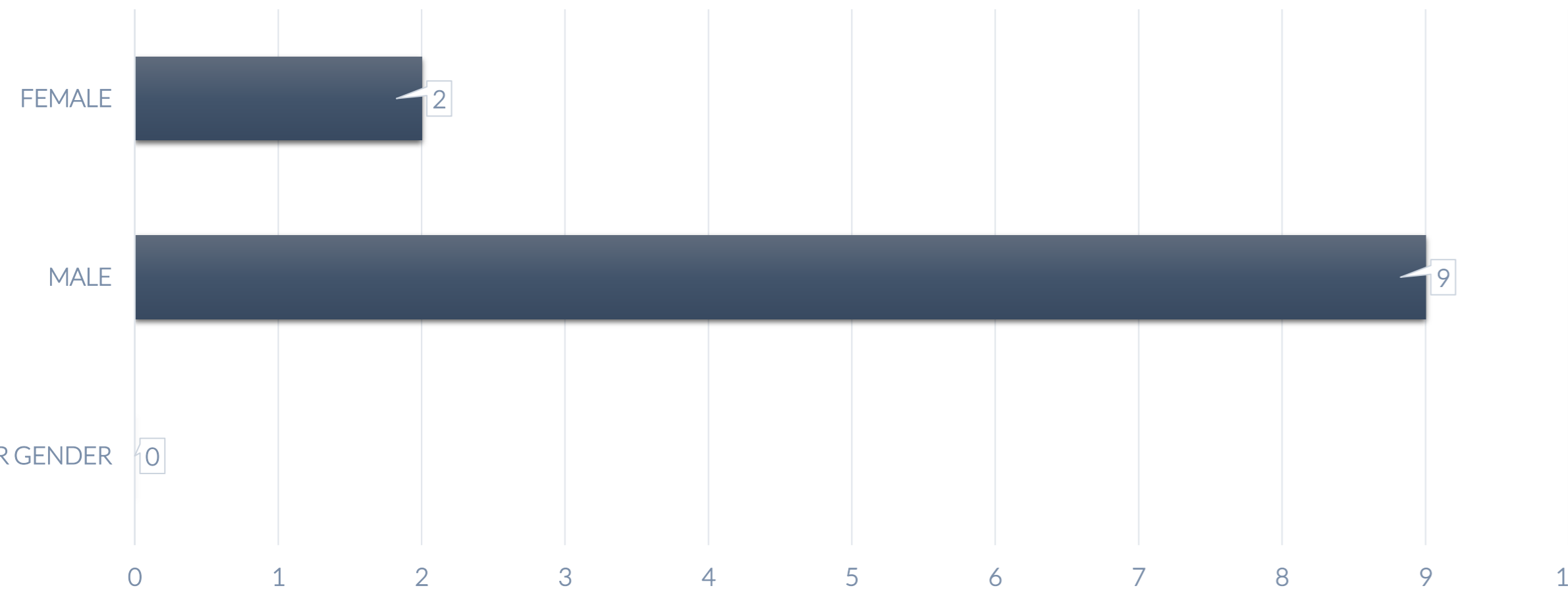


Average Attendance (%)

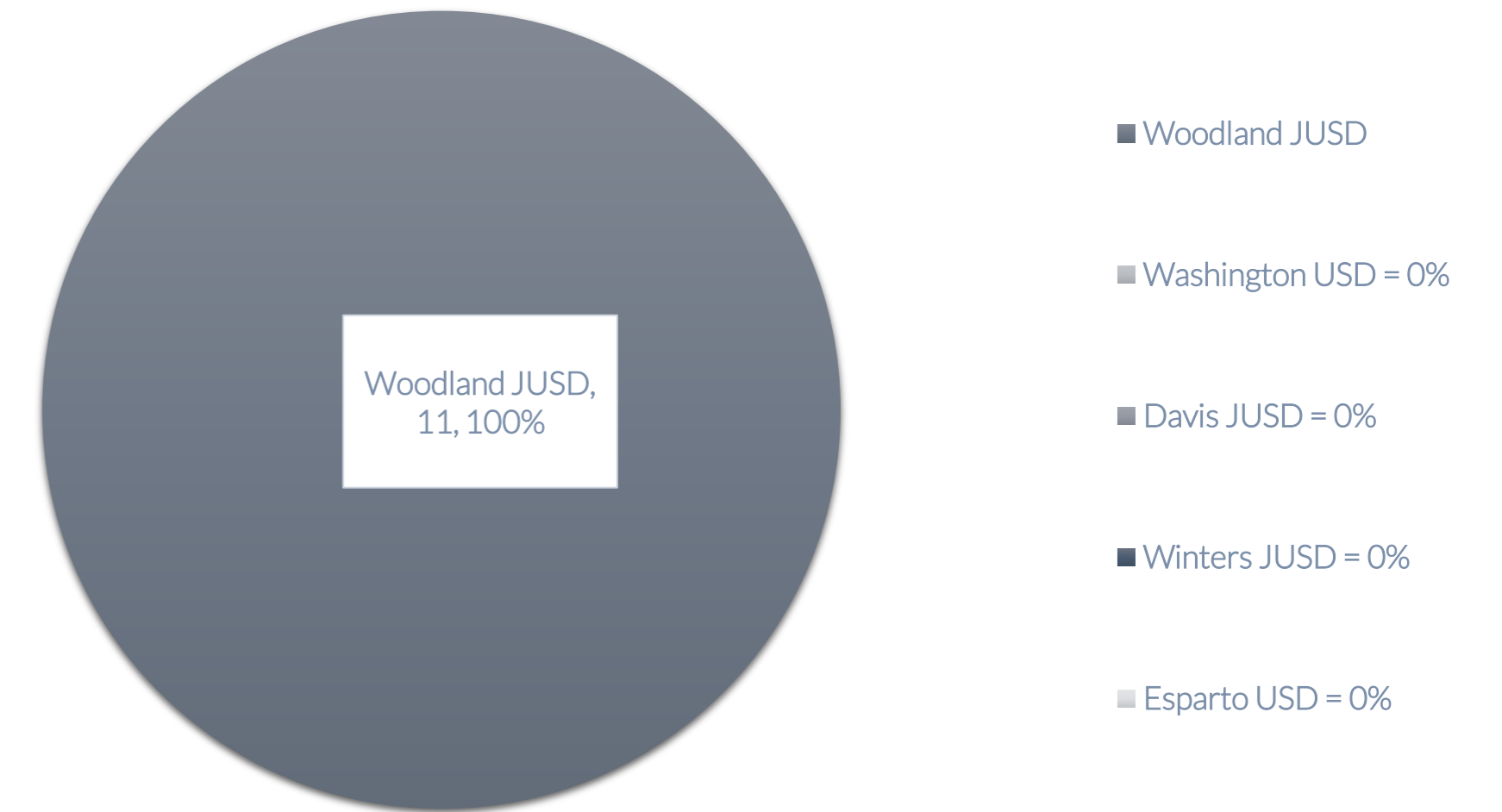


Gender
Attendance Period: 09/12/22 - 10/07/22

(Data is pulled from the Aeries attendance dashboard on the final day of the attendance period and may not reflect total enrollments for the reporting period.)



School District of Residence
(Data is based on ending enrollment for the attendance month)



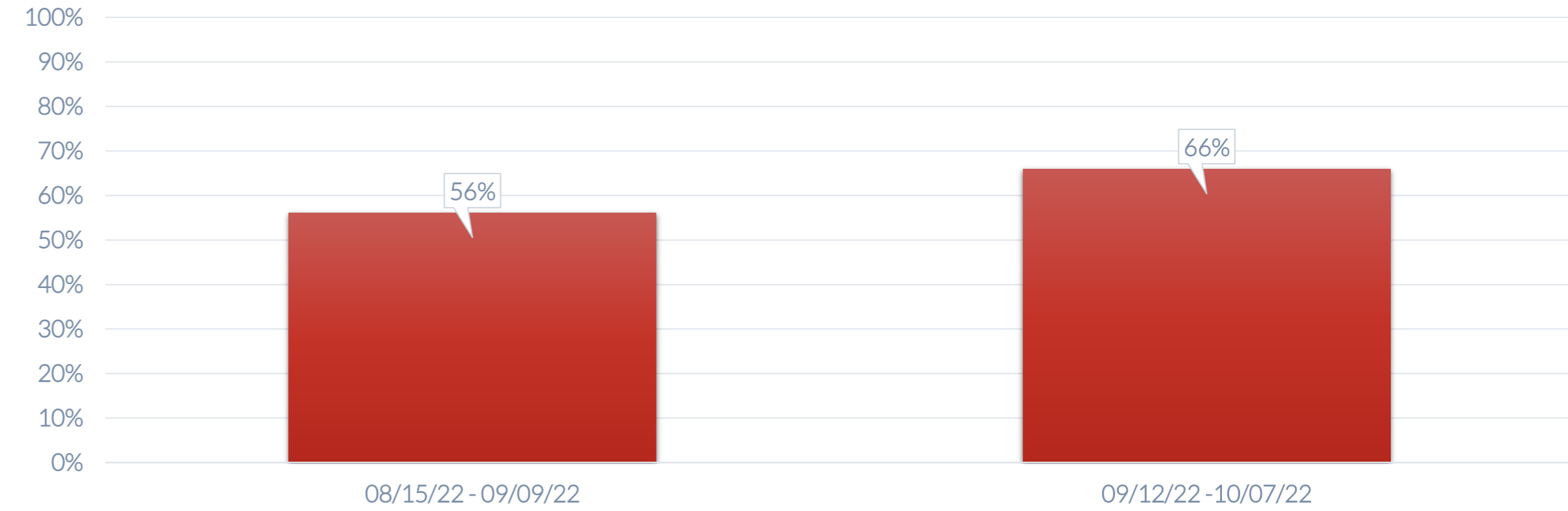
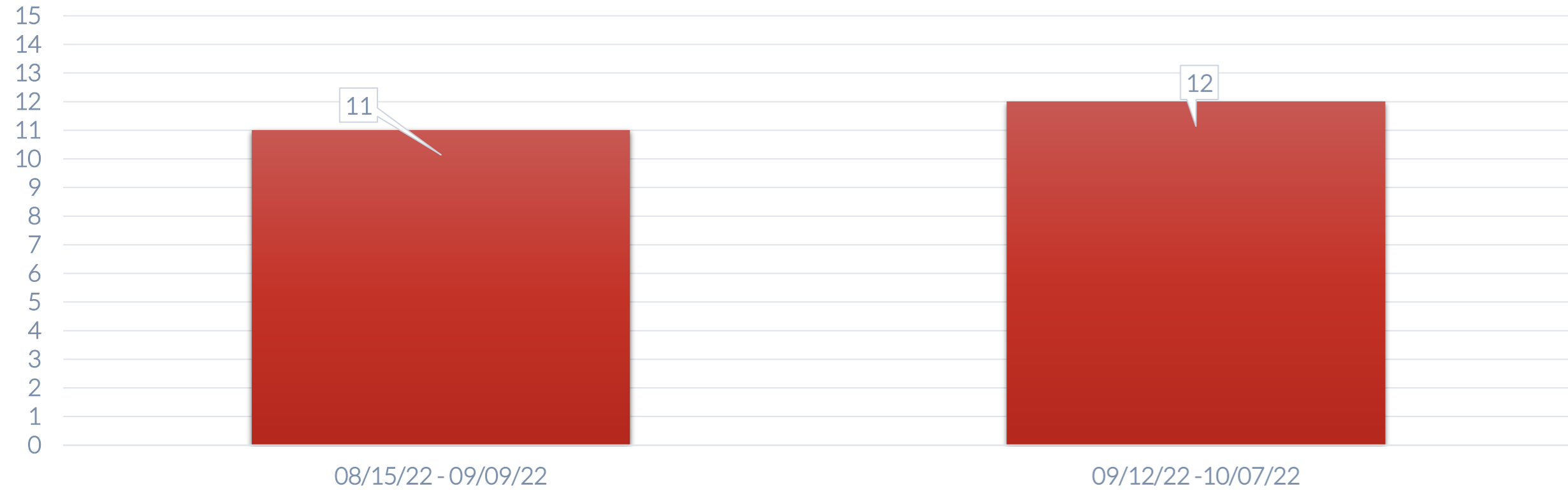
Chavez Extension Program

Month 1 (2022-2023)

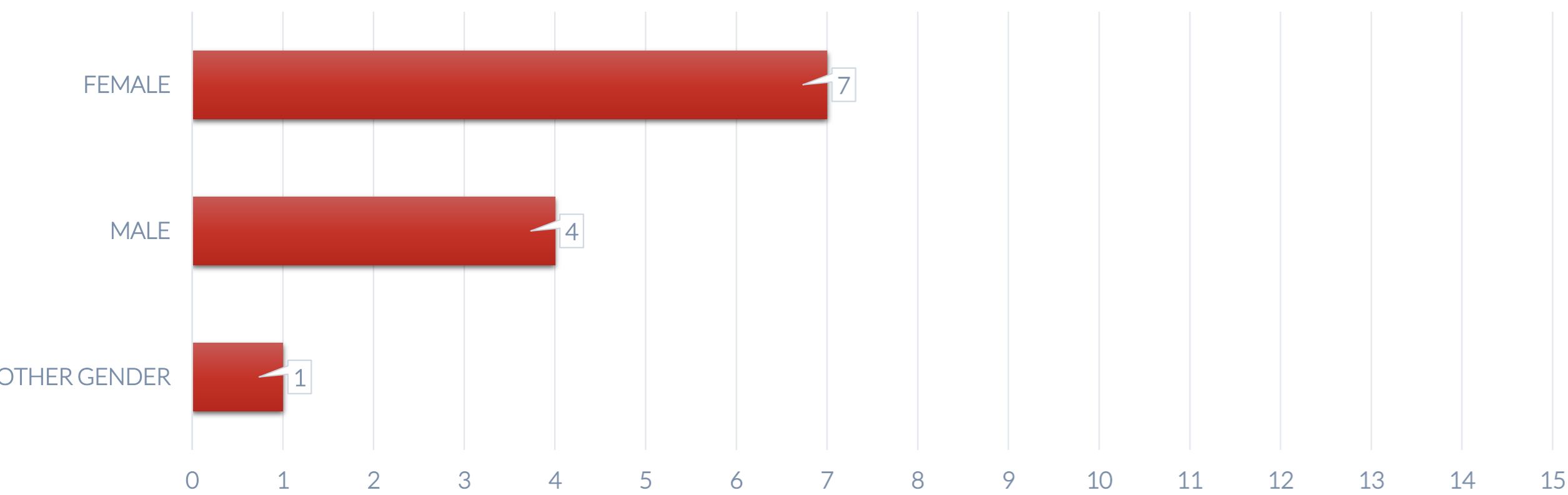
Attendance Period: 08/15/2022- 10/07/2022

Enrollment Totals (#)
(Total Enrollments for each attendance period)

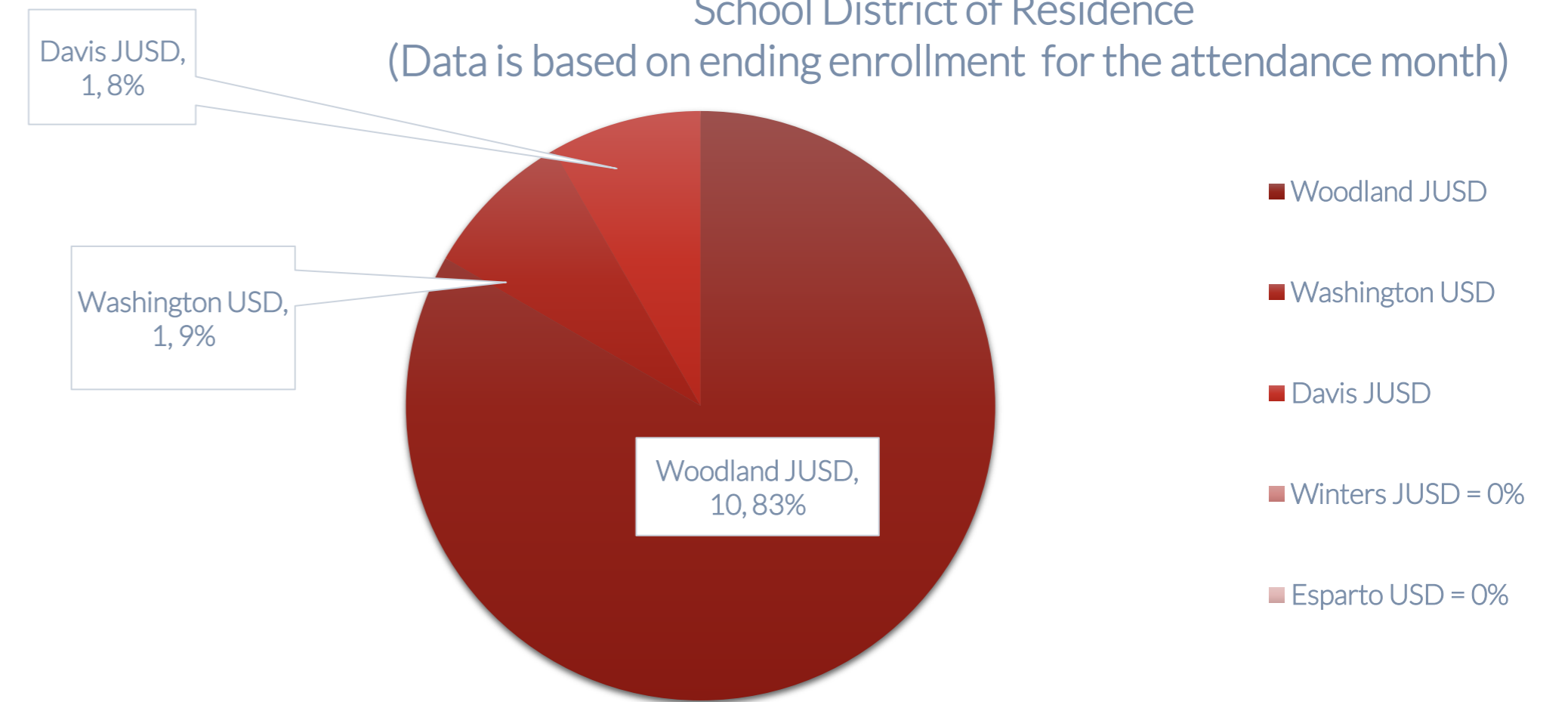
Average Attendance (%)



Gender
Attendance Period: 09/12/22 - 10/07/22
(Data is pulled from the Aeries attendance dashboard on the final day of the attendance period and may not reflect total enrollments for the reporting period.)




School District of Residence
(Data is based on ending enrollment for the attendance month)



THANK YOU



5. 4. Initial Proposal to the Yolo County Superintendent of Schools from the California School Employees Association and its Yolo County Office of Education Chapter No. 369 ("CSEA") to the Yolo County Office of Education ("COUNTY OFFICE") Regarding the 2022-2025 Successor Agreement Negotiations 

Description

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from California School Employees Association and its Yolo County Office of Education Chapter No. 369 ("CSEA") to the Yolo County Office of Education ("COUNTY OFFICE") Regarding the 2022-2025 Successor Agreement Negotiations was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Recommendation

It is recommended that the Superintendent receive the initial proposal from California School Employees Association and its Yolo County Office of Education Chapter No. 369 ("CSEA") to the Yolo County Office of Education ("COUNTY OFFICE") Regarding the 2022-2025 Successor Agreement Negotiations and order that it be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Supporting Documents

 CSEA



**INITIAL PROPOSAL
FROM THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS YOLO COUNTY
OFFICE OF EDUCATION CHAPTER NO. 369 (“CSEA”)
TO THE
YOLO COUNTY OFFICE OF EDUCATION (“COUNTY OFFICE”)
REGARDING THE
2022-2025 SUCCESSOR AGREEMENT NEGOTIATIONS**

Article 2 Term of Agreement: CSEA hereby proposes modifying the language herein to reflect a new contract term from 7/1/2022 – 6/30/2025 with subsequent year reopeners.

Article 4 Personnel Files: CSEA hereby proposes incorporating the evaluation form as an attachment to this section.

Article 9 Pay and Allowances: CSEA hereby proposes that the County Office provide a fair and equitable increase to the salary schedule.

Article 11 Fringe Benefits/Retirement Contribution: CSEA hereby proposes that the County Office provide a fair and equitable increase to health and welfare benefits. CSEA further proposes incorporating the medical, dental and vision plans available to members into this section.

Article 19 Layoff and Reemployment: CSEA hereby proposes modifying the language herein to reflect changes to the law.

Article 25 Professional Growth: CSEA hereby proposes incorporating the professional growth form as an attachment to this section.

5. 5. Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Certificated Employees 

Description

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Certificated Employees was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Recommendation

It is recommended that the Superintendent receive the initial proposal from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Certificated Employees and order that it be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Supporting Documents



AFSCME Certificated

Contact Person

Superintendent Garth Lewis will present this item.



Sacramento Office

2295 Gateway Oaks dr,
Suite 140
Sacramento CA 95833
Toll Free 800-858-0442
Phone 916-923-1860
Fax 916-923-1877
www.afscme57.org
www.afscmelocal146.org

October 24, 2022

Margie Valenzuela
Director of Human Resources
Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland, CA 95776



Re: Contract Opener/reopener for Certificated Employees

Dear Ms. Valenzuela

Pursuant to the Collective Bargaining Agreement for Classified Employees, AFSCME requests to open the current contract for the purpose of negotiating the following Articles:

1. Article 9 –Pay and Allowances - All sections
2. Article 11- Fringe Benefits/Retirement contributions
3. Article 13- Vacation Pay
4. Article 18 - Classifications

Please contact me as soon as when we can schedule our first meeting.

Sincerely
Wendy Pelletier

Cc Allynson Camarillo, President Yolo Chapter AFSCME Local 146

5. 6. Initial Proposal to the Yolo County Superintendent of Schools from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Classified Employees 

Description

Collective bargaining law requires that initial proposals for negotiations be sunshined at a public Board meeting by the Superintendent. The initial proposal from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Classified Employees was presented to the Superintendent (see attached).

The Superintendent is using the Board meeting as a forum to publicly present the proposal. The Superintendent will order that the proposal be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Recommendation

It is recommended that the Superintendent receive the initial proposal from the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) Contract Opener/reopener for Classified Employees and order that it be posted and set for public hearing at the December 13, 2022 Regular Board Meeting.

Supporting Documents



AFSCME Classified

Contact Person

Superintendent Garth Lewis will present this item.

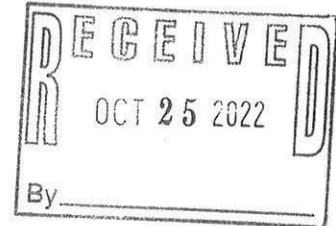


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October 24, 2022

Margie Valenzuela
Director of Human Resources
Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland, CA 95776



Re: Contract reopener for Classified Employees

Dear Ms. Valenzuela

Pursuant to the Collective Bargaining Agreement for Classified Employees, AFSCME requests to open the current contract for the purpose of negotiating the following Articles:

1. Article 9 –Pay and Allowances - All sections
2. Article 11- Fringe Benefits/Retirement contributions
3. Article 13- Vacation Pay
4. Article 18 - Classifications

Please contact me as soon as when we can schedule our first meeting.

Sincerely
Wendy Pelletier

Cc Allynson Camarillo, President Yolo Chapter AFSCME Local 146

5. 7. A-G Grant

Description

A-G Completion Grant Program per *Education Code (EC)* Section 41590 as added by Section 24 of Assembly Bill (AB) 130 (Chapter 44, Statutes of 2021) as amended by Section 10 of AB 167 (Chapter 252, Statutes of 2021) was established to provide additional supports to local educational agencies (LEAs) to help increase the number of California high school pupils, particularly unduplicated pupils, who graduate from high school with A-G eligibility requirements completed for admission to the California State University and the University of California.

YCOE has received an allocation of 150,000 dollars, time funding, to be expended by June 30th 2026

YCOE 's - A-G Completion Improvement Grant Program plan is attached here. At the next board meeting, YCBE will be asked to approve the plan.

Recommendation

For Information

Supporting Documents



2022_09_12_PLAN_YCOE



YCOE_AG_Improvement_Grant (1)



YCOE_AG_Improvement_Grant

Contact Person

Karen Swan, Program Coordinator, College and Career Readiness

A-G Completion Improvement Grant Plan

Local Educational Agency (LEA) Name	Total Grant Allocation
Yolo County Office of Education	\$150,000
Contact Person Name and Title	Contact Person Email
Karen Swan, Program Specialist	karen.swan@ycoe.org

Plan Descriptions

Describe how the funds will support pupils in danger of not achieving a “C” or better in A-G courses.

Students in the Horizon program will be given additional access to A-G coursework during the school year and/or summer through curricular programs, such as Edgenuity. Horizon program staff and faculty will identify students who are eligible to retake an A-G course they did not pass previously and support them in taking advantage of opportunities provided to retake the classes. Content-specific support will be provided to help students succeed in the A-G classes.

Describe how the plan and described services, and associated expenditures, if applicable, supplement services in the Local Control and Accountability Plan and Learning Recovery Plan.

Additional efforts will be taken to complement College and Career Readiness goals and activities included in the LCAP.

- Activities will be offered to increase understanding of the college-going process and accessibility in students and families. This will include student field trips to regional colleges and presentations by college outreach staff and financial aid experts. More information will be shared with students and families about regional college programs and resources, such as services for students with disabilities, programs for first generation and low-income college students, student supportive services, registration, college entrance requirements, and college applications and registration processes.
- Professional development regarding the college going process, college access and opportunities will also be included in staff training.
- Professional development regarding strategies to support students in rigorous academic coursework will be offered to staff working with YCOE special education and alternative education students.

Budget:

Funds are budgeted to be spent from January, 2023 to June, 2024.*

Budget includes:

10.64% Indirect (\$15,960)

0.25 FTE College and Career Readiness or related staff to coordinate activities and review transcript and A-G related data (\$56,250)

Instructional materials and supplies (\$20,000)

Consultant contracts to bring in experts to provide staff professional development and/or student and family training (\$30,000)

Materials, supplies, travel and conference fees for professional development opportunities (\$10,000)

Field trip and school event expenses for activities to educate students and families on the college-going process (\$5,000)

*If funds have not all been expended on the planned activities, we can extend spending to the grant deadline of June 30, 2026.

Describe how the funds will support pupils, including tutoring programs, to improve the LEA's A-G completion rate.

Activities listed above are designed to increase student interest, motivation, and access to A-G Courses. Additional activities to improve the A-G completion rate are:

- Include A-G course review and identification as part of the 2022-2023 instructional materials adoption process. When appropriate, submit courses with newly adopted materials for A-G approval. Provide professional development and coaching to support A-G course implementation.
- Transcript review for students entering YCOE high schools will include A-G review so that any student who has the potential to complete A-G requirements before graduation is identified and A-G course assignment is considered.

A-G Completion Improvement Grant Program: YCOE Plan



Background

Funding was allocated to every LEA in CA in two parts:

1. A-G Access or Success Grant:

- purpose is to increase A-G Completion Rate

2. A-G Learning Loss Mitigation Grant

- purpose is to first provide opportunities for students who did not pass A-G courses during distance learning a chance to make up those courses; and then to increase A-G Completion Rate

YCOE automatically received an allocation for the A-G Access Grant and the A-G Learning Loss Mitigation Grant at \$75,000 each, for a total of \$150,000. This is one time funding, to be expended by June 30, 2026.



YCOE Strategy

YCOE's plan for utilizing funds focuses on two strategies:

Increase Awareness

Provide more activities to increase awareness among learners, families and staff on topics related to college access and opportunities, such as:

- entrance requirements
- application and enrollment procedures
- financial aid
- degree offerings & related careers

Increase Access

Provide increased access to A-G approved courses to YCOE Learners.



Activity Examples

YCOE's strategy includes multiple activities, such as:

Increase Awareness

1. Offer more college visit field trips to YCOE learners. Visits will specifically highlight student support programs, such as EOP (Educational Opportunity Program), Disability Services, and student success centers.
2. Host information sessions for families about college access opportunities, including financial aid, admissions and enrollment.

Increase Access:

1. Purchase access to A-G approved Coursework on Edgenuity (or other instructional materials) for Horizon and Cesar Chavez learners.
2. Update Cesar Chavez Community School onboarding process to include transcript review and analysis of A-G progress, to guide course enrollment decisions.



Next Steps

YCOE's A-G Completion Improvement Grant Program Plan is linked to this board packet. This is an information item at this board meeting. At the next board meeting, YCBE will be asked to approve the plan.

Upon approval of plan, YCOE will begin implementation of proposed activities. The specific activities of the Awareness and Access strategies included in the plan will be updated as needed as part of annual progress review, which will include analysis of numbers of students completing A-G courses and A-G Completion Rate.

Funds must be expended by June 30, 2026.



THANK YOU



5. 8. 2022-23 First Quarterly report on Williams Uniform Complaints for YCOE Schools 

Description

Statutory changes to the Williams Settlement as stated in California Education Code 35186(d) requires that a school district report summarized data on the nature and resolution of all Uniform Complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. Further, the summaries must be publicly reported on a quarterly basis at the regularly scheduled meeting of the governing board of school district. The report must include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses must be available as public records. Education Code 35186(a) states that a school district shall use the Uniform Complaint process it has adapted as required by Chapter 5.1 (commencing with Section 4600) of Title 5 of the California Code of Regulation, with modifications, as necessary, to help identify and resolve any deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff, teacher vacancy or misassignment. The 22-23 YCOE First Quarter on Williams Uniform complaints Education Code 35186 is attached.

Recommendation

For Information

Supporting Documents



YCOE_UCPreport _signed

Contact Person

Deborah Bruns, Director, Teaching & Learning will present this item

Quarterly Report on *Williams* Uniform Complaints
 [Education Code § 35186(d)]

District: Yolo County Office of Education

Person completing this form: Deborah Bruns Title: Director, T&L

Quarterly Report Submission Date:
 (check one)

- October 2022
- January 2023
- April 2023
- July 2023


Date for information to be reported publicly at governing board meeting: April 12, 2022

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
TOTALS	0		

Garth Lewis
 Print Name of District Superintendent


 Signature of District Superintendent

10/31/22
 Date

5. 9. Monthly Board Financial Report

Description

Per request of the County Board of Education, attached is the current financial report for October 2022.

Recommendation

For information only.

Supporting Documents



November Board Meeting (Oct)

Contact Person

Debra Hinely, Director, Internal Fiscal 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 :	12,698,783.00	62,740.00	12,761,523.00	746,613.00	12,014,910.00	5.85
	FEDERAL REVENUES :	6,380,955.00	38,668.00	6,419,623.00	967,252.89	5,452,370.11	15.06
	OTHER STATE REVENUES :	6,556,114.00	182,087.00	6,738,201.00	1,495,955.85	5,242,245.15	22.20
	OTHER LOCAL REVENUES :	8,753,499.00		8,753,499.00	459,826.40	8,293,672.60	5.25
* TOTAL YEAR TO DATE REVENUES		* * 34,389,351.00 *	283,495.00 *	34,672,846.00 *	3,669,648.14 *	31,003,197.86 *	10.58

EXPENDITURE DETAIL							
	CERTIFICATED SALARIES :	8,116,816.00	46,748.00-	8,070,068.00	2,247,317.20	5,822,750.80	27.84
	CLASSIFIED SALARIES :	9,438,386.00	46,257.00	9,484,643.00	2,751,945.23	6,732,697.77	29.01
	EMPLOYEE BENEFITS :	8,380,397.00	3,506.00	8,383,903.00	1,803,051.39	6,580,851.61	21.50
	BOOKS AND SUPPLIES :	952,709.00	68,398.00	1,021,107.00	199,089.84	822,017.16	19.49
	SERVICES, OTHER OPER. EXPENSE:	7,109,263.00	544,449.00	7,653,712.00	1,904,897.79	5,748,814.21	24.88
	CAPITAL OUTLAY :	476,231.00	100.00	476,331.00	100,665.48	375,665.52	21.13
	DIRECT SUPPORT/INDIRECT COSTS:	418,129.00-		418,129.00-	19,605.93-	398,523.07-	4.68
* TOTAL YEAR TO DATE EXPENDITURES		* * 34,055,673.00 *	615,962.00 *	34,671,635.00 *	8,987,361.00 *	25,684,274.00 *	25.92

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
9110	CASH IN COUNTY TREASURY		7,625,847.60	8,350,513.25

5. 10. Set Date of Organizational Meeting in December 2022

Description

Per Ed. Code 1009, each year the County Board of Education shall organize at the first meeting on or after the second Friday in December. On December 13th, the following action shall be taken by the Board at a Regular meeting.

1. Election of Officers

1.1 President (see attached Board Bylaw 9121)

1.2 Vice President

2. Adopt the 2023 Board Calendar Meeting Dates

Draft calendar and BB 9320 Meetings and Notices attached

3. Appointment of Board Committee Representatives

3.1 YCSBA Representative

The following are excerpts from the Constitution of the Yolo County School Boards Association: "The objects and purposes of this Association shall be to preserve, advance, and improve the public schools; to encourage and cooperate with all persons and associations whose purposes shall be the betterment of the educational opportunities of the people of Yolo County; to promote the enactment of legislation for the improvement of educational programs; to promote and advance the public education through other means so far as is reasonably possible.

Duties and Obligations of Members: Each member of a represented board shall be entitled to one vote at the annual or any other general meeting, and in the election of officers."

This committee requires representation by one (1) Board Member.

3.2 Policies/Procedures/Bylaw Review Committee

This committee requires representation by two (2) Board Members

3.3 Superintendent's Compensation Committee

This committee requires representation by two (2) Board Members.

3.4 Facilities Committee

This committee requires representation by two (2) Board Members.

3.5 Budget Committee

This committee requires representation by two (2) Board members.

Recommendation

That the Board at its November 8, 2022 Regular Board Meeting, schedule the Annual Organization Meeting. The Board will review the attached policies and recommend revisions, if necessary, and be prepared to elect and make committee appointments at the December 13, 2022 Regular meeting.

Supporting Documents



2023 YCBE Meeting Calendar



BB 9121



BB 9320

Contact Person

Superintendent Garth Lewis will present this item.



YOLO COUNTY BOARD OF EDUCATION
1280 Santa Anita Court, Suite #120, Woodland, CA 95776-6127
(530) 668-6700 FAX: (530) 668-3848

2023 CALENDAR OF MEETINGS

2nd Tuesday of each month (*with some exceptions*)
 Call (530) 668-3702 to confirm dates and meeting location.

Tuesday, January 10, 2023 Regular Meeting 3:30 p.m.	Tuesday, February 14, 2023 Regular Meeting 3:30 p.m.
Tuesday, March 14, 2023 Regular Meeting 3:30 p.m.	Tuesday, April 11, 2023 Regular Meeting 3:30 p.m.
Monday, April 3, 2023 Board Retreat 9:00 a.m.	
Tuesday, May 9, 2023 Regular Meeting 3:30 p.m.	Tuesday, June 13, 2023 Special Meeting (Budget Study Session) 3:30 p.m.
	Tuesday, June 27, 2023 Regular Meeting (Budget & LCAP Adoption) 3:30 p.m.
July 2023 No Meeting	Tuesday, August 8, 2023 Regular Meeting 3:30 p.m.
Tuesday, September 12, 2023 Regular Meeting 3:30 p.m.	Tuesday, October 10, 2023 Regular Meeting 3:30 p.m.
Tuesday, November 14, 2023 Regular Meeting 3:30 p.m.	*Tuesday, December 12, 2022 Regular Meeting 3:30 p.m.

Please Note: Meeting agendas and minutes can be viewed on our web site: www.ycoe.org

** Per Ed Code § 1009 (effective January 2019) the Annual Organizational Meeting is to be held after the second Friday in December.*

ADOPTED:
REVISED:

PRESIDENT AND OTHER OFFICERS

The County Board of Education shall elect a president from among its members to provide leadership on behalf of the County Board and the educational community it serves.

The president shall have the same rights as other members of the County Board, including the right to move, second, discuss and vote on all matters before the County Board. The president shall also preside at all County Board meetings. He/she shall:

1. Call the meeting to order at the appointed time
2. Announce the business to come before the County Board in its proper order
3. Enforce the County Board's policies relating to the conduct of meetings and help ensure compliance with applicable requirements of the Brown Act
4. Recognize persons who desire to speak and protect the speaker who has the floor from disturbance or interference
5. Explain what the effect of a motion would be if it is not clear to every member
6. Restrict discussion to the question when a motion is before the County Board
7. Rule on issues of parliamentary procedure
8. Put motions to a vote, and clearly state the results of the vote
9. Be responsible for the orderly conduct of all County Board meetings

The president shall perform other duties in accordance with law and County Board policy including, but not limited to:

1. Signing all instruments, acts and orders necessary to carry out state requirements and the action of the County Board
2. Calling such meetings of the County Board as he/she may deem necessary, giving notice as prescribed by law (Education Code 1012; Government Code 54956, 54956.5)
3. Appointing members of the County Board to fill the vacant seats of a school district board when a majority of those seats are vacant (Education Code 5094)
4. Subject to County Board approval, appointing and dissolving all committees

PRESIDENT AND OTHER OFFICERS (continued)

5. Subject to County Board approval, appointing County Board members to serve as representatives on committees on matters of concern to the County Board, the county office of education, or the districts, schools, and students within its jurisdiction
6. Representing the County Board as spokesperson

When the president resigns or is absent or disabled, the vice president shall perform the president's duties. When both the president and vice president are absent or disabled, the County Board shall choose a president pro tempore to perform the president's duties.

Legal Reference:

EDUCATION CODE

1009 Annual organization of the board

1012 Special meetings

5094 Power to fill district board vacancies

GOVERNMENT CODE

54950-54963 Ralph M. Brown Act

Management Resources:

CSBA PUBLICATIONS

A Call to Order, revised 2015

CSBA Professional Governance Standards, 2000

Maximizing School Board Leadership: Boardmanship, 1996

WEB SITES

CSBA: <http://www.csba.org>

California County Boards of Education: <http://www.theccebe.org>

Adopted: June 29, 2017

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

Meetings and Notices

It is a strong policy of the board to support the legal intent of The Ralph M. Brown Act, which is the law that guarantees the public's right to attend and participate in meetings of local legislative bodies. The board assures that its meetings will be held in compliance with this law.

The board recognizes that state open meeting laws define a "meeting" as:

1. Any congregation of a majority of the members of the board in the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the board or district.
2. Any use of direct communication, personal intermediaries or technological devices by a majority of board members to develop a collective concurrence as to an action the members will take on an item. (*Government Code § 54952.2*)

Provided that a majority of the board members do not discuss among themselves business of a specific nature that is within the board's subject matter jurisdiction, attendance by a majority of the board's members at any of the following events and individual contacts or conversations between a board member and any other person are not subject to state open meeting laws:

1. A conference or similar public gathering that involves a discussion of issues of general interest to the public or to school boards.
2. An open, publicized meeting organized by a person or organization other than the board to address a topic of local community concern.
3. A purely social or ceremonial occasion. (*Government Code § 54952.2*)

Board meetings shall be open to the public and held within county boundaries, except as allowed by law. The board welcomes public participation at its open meetings for purposes identified in law (see attached E 9320.00). (*Government Code §§ 54953, 54954*)

All board policies and administrative regulations shall apply equally to meetings that are video conferenced. The superintendent or designee shall establish procedures to facilitate public participation in the meeting at each video teleconference location.

Regular Meetings

The board shall hold one regular meeting each month. Date, time, and place of these meetings shall be established at the annual organizational meeting.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public. (*Government Code § 54954.2*)

Time, Place, Notification for Meetings

At the annual organization meeting or as shortly thereafter as possible, the board will adopt a calendar of regular meetings which shall, in accordance with law, specify the time, place, and date of each regular meeting scheduled before the next organization meeting.

The Secretary of the Board shall notify all local papers each month of the board meeting, date, and hour, and invite the public to attend. The Board shall review its meeting calendar quarterly and will confirm or may change meeting dates at that time. Subsequent changes in meeting dates shall require approval by all sitting board members. Their individual approval/disapproval may be communicated to the Board President, to the Superintendent, or at the Board meeting at which time the matter is considered. (Education Code §§ 1011, 1040, Government Code § 54954)

The meetings of the board shall be held at the office of the Yolo County Office of Education in the Conference Center unless specifically announced for some other location.

A notice of each regular meeting and any special meeting called at least one week in advance, shall be mailed to any person who has filed with the board a written request for such notice. The notice shall be mailed at least one week before the meeting. Requests are valid for one year from the date filed unless renewed. Renewal requests must be filed within 90 days after January 1 of each year. (*Government Code § 54954.1*)

Persons requesting notices shall pay an annual mailing fee as determined by the superintendent or designee.

Special Meetings (Non-Emergency)

The presiding officer or a majority of the members of the board may call special meetings of the board.

All members of the board and the superintendent shall be notified of the special meeting and the purpose(s) for which it is called by written notice delivered to them at least 24 hours in advance of the meeting. (*Government Code § 54956*)

The agenda for special meetings shall be posted at a place where citizens and employees may view it at least 24 hours prior to the meeting, and shall be received by news media at least 24 hours prior to the meeting. (*Ed Code §§ 1012 and 1016*)

An agenda shall be prepared as specified for regular board meetings and shall be delivered with the notice of the special meeting to board members together with supporting documents, if any. The agenda shall be posted according to law. The agenda for the special meeting may be mailed with the notice to news media, organizations and property owners, or the business to be transacted shall be stated in the notice.

Only those items of business listed in the call for the special meeting shall be considered at that special meeting.

When a special meeting is called at least one week in advance, a notice of the meeting shall be mailed at least one week before the meeting to any person who has appropriately filed with the board a written request for notice of regular meetings. (*Government Code § 54954.1*)

Special Meetings (Emergency)

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the board may hold a special meeting without complying with the 24-hour notice requirement of *Government Code § 54956*. An emergency situation means any of the following:

1. A work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the board.
2. A crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the board.

Each local newspaper of general circulation and radio or television station which has requested notice of special meetings shall be notified by the President of the board or the President's designee, one hour prior to the special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the board or its designee shall notify such newspapers, radio stations, or television stations of the fact of the holding of the meeting, and of any action taken by the board, as soon after the meeting as possible.

No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the 24-hour notice. The minutes of the meeting, a list of persons the President or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at such meeting shall be posted for a minimum of ten days in a public place as soon after the meeting as possible. (*Government Code § 54956.5*)

Adjourned Meetings

A majority vote by the board may adjourn any meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no members are present at any regular or adjourned regular meeting, the secretary or the clerk may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of the adjournment to be given in the same manner as in *Government Code § 54596*. (See Special Meetings - Non-Emergency). A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the regular, adjourned regular, special or adjourned special meeting was held within 24 hours after the time of adjournment. (*Government Code § 54955*).

Only uncompleted items of the original agenda or items related to the original agenda may be acted upon at an adjourned meeting.

Video Teleconferencing

The board may use video teleconferences for board meetings when receiving public comment or testimony and during board deliberations. Agendas shall be posted at all video conference locations whenever they are posted elsewhere. (*Government Code § 54953*)

Public Participation in County Board of Education Meetings

The board, as the representative body of the Yolo County Office of Education (YCOE), wishes to provide an avenue for any citizen to express interest in the schools. Accordingly, the public is invited to attend any regular or special meeting of the board.

Meetings of the board are conducted for the purpose of carrying on the business of the board, and therefore are not public meetings, but meetings held in public. Meetings are closed to the public only during executive sessions, the purpose of which is to discuss certain matters which are confidential by nature and which are permitted by law to be considered in executive session.

While it is the intent of the board to extend to all citizens a fair and adequate hearing on every matter of concern, complaints from individual citizens or groups within the county about members of the staff or instructional materials will not be considered by the board until efforts have been made to resolve any such complaint by use of the established complaint procedure.

The Board welcomes participation of interested organizations and individuals. Advance announcements of all regular and special meetings are made by posting the agenda on the bulletin board of every school operated by YCOE, at YCOE administrative offices, and at designated public locations, at least 72 hours before a regular meeting and 24 hours before a special meeting. Notice of meetings will also be given to news media, and to those citizens and community and professional organizations who specifically request such notification. Under emergency conditions, a special meeting may be announced by posting the agenda or call for the meeting only, although a determined effort will be made to notify all concerned news media, organizations and individuals. A reasonable charge may be made of those persons and organizations requesting continued advance announcements and agenda backup materials.

Any member of the public may place a matter directly related to board business on the agenda of a regular board meeting, subject to the following conditions:

1. The request must be in writing and be submitted to the superintendent together with supporting documents and information, if any, at least five business days prior to the legally required posting of the agenda.
2. The superintendent shall be the sole judge of whether the request is or is not a "matter directly related to board business."

3. No matter which is legally a proper subject for consideration in executive session will be accepted under this provision.
4. The board may place limitations on the total time to be devoted to the matter at any meeting, and may limit the time allowed for any one person to speak on the matter at that meeting.

The board may take action on a matter placed on the agenda in this manner.

This provision permitting a member of the public to place a matter on the agenda does not prevent the board from hearing any matter which a member of the public may wish to bring to the attention of the board at a regular meeting, but the board cannot take action on such matter at that meeting. The matter could be placed on the agenda for a future meeting and action taken at that time.

Persons addressing the board shall be guided and constrained by the following conditions:

1. The person addressing the board may be required to show a reasonable basis of interest in the affairs of YCOE, such as being a legal resident of the county, being a parent or guardian of a child in a county program, or being a representative of an organization having legitimate concern with YCOE affairs, or other bona fide interest in the proceeding of the board.
2. Whenever the Board president determines a specific complaint or charge to be against a staff member employed by the County Superintendent, the president shall advise the complainant to address his/her complaint to the County Superintendent or designee.
3. Remarks or charges by any person addressing the board which reflect adversely upon the character or motives of any person are out of order.
4. Three minutes may be allotted to each person addressing the board, with a maximum of twenty minutes to any subject. The presiding officer of the board shall endeavor to allot equal time to persons having opposing views on a subject. These general time allotments may be altered at the discretion of the presiding officer.
5. It shall be in order for the members of the board or the superintendent to interrupt the speaker at any time to ask questions or to make a comment as frequently as necessary to clarify the discussion.
6. During the time when the board is holding official meetings, only those persons recognized by the presiding officer shall be permitted to participate in the discussion. Any attempt by any person not so recognized to discuss any matter before the board is out of order.

7. Inappropriate conduct by a person declared out of order by the presiding officer for violation of any of the above rules shall be grounds for summary termination of that person's privilege of addressing the board for that meeting.

Information regarding the procedure for audience participation at board meetings will be made available to the audience prior to any board meeting.

Legal References:

Education Code, 1011, 1012, 1016, 35140, 35143-35145, 35145.5
Government Code, 54950-54957.9, 54952.2, 54953, 54954, 54954.1, 54954.2, 54955,
54956, 54956.5

ADOPTED: July 23, 1984

REVISED: 04/23/90, 11/16/92, 10/24/94, 06/24/97, 02/15/01, 08/28/12

5. 11. Suggested Future Agenda Item(s)

Description

- Turnover and emergency credential conditions in YCOE – Future meeting
- Update on EL RISE - Future meeting
- Outcomes of youth in foster care - December?

6. ADJOURNMENT
