



YOLO COUNTY BOARD OF EDUCATION REGULAR MEETING

05/09/2023 03:30 PM

Yolo County Office of Education | 1280 Santa Anita Court, Suite 120, Woodland, CA
95776

Davis Conference Room
Open Session - 3:30 PM

AGENDA

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



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

BOARD MEMBERS

Tico Zendejas, President
Shelton Yip, Vice President
Elizabeth Esquivel
Melissa Moreno
Armando Salud-Ambriz

Effective January 10, 2023, all meetings of the Yolo County Board of Education will be held in person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120, Woodland, CA. The meeting will be available for live stream viewing via Zoom:

<https://ycoe.zoom.us/j/97637728971>

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 976 3772 8971

For those individuals who wish to make a public comment, please do so in the following manner:

- Before the meeting by google form:

http://bit.ly/Board_Comments

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

- In person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120, Woodland, CA 95776.
 - To address the Board concerning an item on the agenda, please complete the form provided at the door.
 - The Board President will invite each speaker to the podium to make verbal comments that may not exceed three (3) minutes.

1. OPENING PROCEDURES 7

- 1. Consider Approval of Virtual participation of Yolo County BOE Regular Meeting by Trustee Armando Salud-Ambriz due to Emergency Circumstances (AB 2449) 8
 Staff recommends that the Board approve virtual participation of Yolo County BOE Regular Meeting by Trustee Armando Salud-Ambriz due to Emergency Circumstances (AB 2449)
- 2. Call to Order and Roll Call 9
- 3. Indigenous Land Acknowledgement Statement 10
- 4. Pledge of Allegiance 11
- 5. Approval of Agenda 12
 Motion to approve Agenda.

2. RECOGNITION OF GUESTS AND PRESENTATIONS 13

- 1. YCOE Employee of the Month (May 2023)  14

3. Public Comment 16

This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Board on any item(s) of business that does not appear on the formal agenda.

Visitors may also request recognition from the chairperson, to address the Board concerning an item on the agenda by completing the form provided at the door or following the public comment instructions below:

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

For those individuals who wish to make a public comment, please do so in the following manner:

- Before the meeting by google form:

http://bit.ly/Board_Comments

•

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

- In person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120, Woodland, CA 95776.
 - To address the Board concerning an item on the agenda, please complete the form provided at the door.
 - The Board President will invite each speaker to the podium to make verbal comments that may not exceed three (3) minutes.

4. REPORTS

17

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

18

- a. Board Reports
- b. Superintendent
 - i. Calendar of Events
- c. Superintendent's Advisory Team (SAT)
 - i. Administrative Services Report
 - ii. Educational Services Report
- d. Committees

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

30

5. CONSENT AGENDA

31

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. April 3, 2023 Board Retreat
- b. April 11, 2023 Regular Board Meeting
- c. April 2023 Temporary County Certificates (TCC's)


6. ACTION ITEMS

48

1. RESOLUTION #22-23/51 Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and

Asexual (LGBTQIA) Pride Month - May 2023 	49
Staff recommends approval of RESOLUTION # 22-23/51 Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA) Pride Month - May 2023	
2. RESOLUTION #22-23/52 In Recognition of 100 Years of Service by the United Way California Capital Region 	51
Staff recommends approval of RESOLUTION #22-23/52 In Recognition of 100 Years of Service by the United Way California Capital Region	
3. RESOLUTION #22-23/53 In Recognition of 25 years for the Yolo County Local Child Care Planning Council (LPC) 	54
Staff recommends approval of RESOLUTION #22-23/53 In Recognition of 25 years for the Yolo County Local Child Care Planning Council (LPC)	
4. Second Reading of Board Policy 	57
BP 6158 - Independent Study	
Staff recommends that the Board adopt the above BP 6158 - Independent Study.	
7. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENT FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE INITIAL PROPOSAL OF THE SUPERINTENDENT FOR THE 2024-2025 NEGOTIATIONS FOR THE CLASSIFIED EMPLOYEES OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #639 ("CSEA")	69
8. INFORMATION ITEMS	70
1. Initial Proposal of the Yolo County Superintendent of Schools for 2024-2025 Negotiations for Classified Employees of the California School Employees Association, Chapter #639 ("CSEA") 	71
For information. It is recommended that the Superintendent's response and initial proposal of the Yolo County Superintendent of Schools for the 2024-2025 Negotiations for Classified Employees of the California School Employees Association, Chapter #639 ("CSEA") be posted and set for public hearing at the June 27, 2023 Regular Meeting.	
2. P-2 Attendance 	73
For information.	
3. 2023-2024 Education Protection Account Spending Plan 	75
For information.	
4. Monthly Board Financial Report 	77
For information,	
5. Head Start/ Early Head Start Reports 	79
For information.	
6. Attendance Board Report - May 2023 	124
For information.	

7. Williams Quarterly Report on Yolo County Schools in Decile 1-3; Covering the months of January, February, and March 2023  132
 For information.

8. First Reading of Board Bylaws (9000 series)  137
 BB 9000 - Role of the Board
 BB 9005 - Governance Standards
 BB 9010 - Public Statements
 BB 9011 - Disclosure of Confidential/Privileged Information
 BB 9012 - Board Member Electronic Communication

For information. The Board will be asked to consider adopting these policies at the Regular Board Meeting on June 27, 2023.

9. SUGGESTED FUTURE AGENDA ITEM(S) 159

10. ADJOURNMENT 160

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. Consider Approval of Virtual participation of Yolo County BOE Regular Meeting by Trustee Armando Salud-Ambriz due to Emergency Circumstances (AB 2449)

Description

The Board is being asked to consider approval of virtual participation of Yolo County BOE Regular Meeting by Trustee Armando Salud-Ambriz due to Emergency Circumstances (AB 2449)

Recommendation

Staff recommends that the Board approve virtual participation of Yolo County BOE Regular Meeting by Trustee Armando Salud-Ambriz due to Emergency Circumstances (AB 2449)

Contact Person

President Tico Zendejas will present this item.

1. 2. Call to Order and Roll Call

1. 3. 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. 4. Pledge of Allegiance

1. 5. Approval of Agenda

Recommendation

Motion to approve Agenda.

2. RECOGNITION OF GUESTS AND PRESENTATIONS

2. 1. YCOE Employee of the Month (May 2023) 

Description

****EMPLOYEE OF THE MONTH FOR May 2023****

Christie Petrali
Sr. Payroll/Benefits Technician, Confidential
Human Resources Division

Supporting Documents



EMPLOYEE OF THE MONTH

Contact Person

Margie Valenzuela, Executive Director, Human Resources will present this item.

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

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

Christie Petrali
Sr. Payroll/Benefits Technician, Confidential
Human Resources Division

as the Employee of the Month for May.

I would like to nominate Christie Petrali, Sr. Payroll/Benefits Technician
for Employee of the Month. Christie is an outstanding is an outstanding
employee
who has made a positive impact on our team. She is a hard worker and I
have worked with
few over the years that show such an attention to detail. Christie is the
go-to person for payroll
and benefits administration not only for our staff but also for other
district payroll
technicians. Her willingness to always help others is one to
emulate. Her
upbeat attitude and her support for One YCOE is immeasurable.

3. Public Comment

Quick Summary / Abstract

This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Board on any item(s) of business that does not appear on the formal agenda.

Visitors may also request recognition from the chairperson, to address the Board concerning an item on the agenda by completing the form provided at the door or following the public comment instructions below:

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

For those individuals who wish to make a public comment, please do so in the following manner:

- Before the meeting by google form:

http://bit.ly/Board_Comments

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

- In person at the Yolo County Office of Education, 1280 Santa Anita Court, Suite 120, Woodland, CA 95776.
 - To address the Board concerning an item on the agenda, please complete the form provided at the door.
 - The Board President will invite each speaker to the podium to make verbal comments that may not exceed three (3) minutes.




4. REPORTS

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

Quick Summary / Abstract

- a. Board Reports
- b. Superintendent
 - i. Calendar of Events
- c. Superintendent's Advisory Team (SAT)
 - i. Administrative Services Report
 - ii. Educational Services Report
- d. Committees

Supporting Documents

-  Admin Services update 5.2023
-  2305_Educational Services May 23 Board Update Final
-  Board Calendar - May 2023

ADMINISTRATIVE SERVICES APRIL 2023 UPDATES

Crissy Huey - Associate Superintendent, Administrative Services

Internal Business Services

Director, Debra Hinely

- Transition planning for my retirement has begun
- Working on the 2023-2024 proposed budgets for all programs
- Completed the onboarding checklist for newly hired and current administrative support staff
- The Informed K-12 electronic travel and conference form to be released shortly
- Discussions have started on the 2022-2023 year-end closing process

Support Operations Services

Director, Matthew Juchniewicz

- YCOE Emergency, Safety, and Security Project
 - Ongoing efforts to improve school safety
- HVAC installed at Woodland Central Center - stucco work is still needed
- Alyce Norman Employee Eating Area construction started
- SOS is working with FEMA for reimbursement of damages from the New Year power outage
- Working on a project to address structural deficiencies at Greengate
- SOS is collaborating with multiple departments to implement a new ticketing system stemming across Administrative Services
- Plainfield C-wing had its main sewer line repaired
- Santa Anita access control replacement project is progressing
- Working to improve meeting rooms at Greengate and Santa Anita
- Piloting a "confidence monitor" in the Davis conference room
- Successfully bid out the Santa Anita Condensate Replacement projects which calls for replacing 22 HVAC units as well as numerous repairs
- Santa Anita had one of its two wet fire suppression system risers replaced due to deficiencies in the system
- SOS has begun a project to identify long-term facility funding to bolster planning and development
- Woodland Central Center playground is slated to arrive the first week of May; project is being publicly bid out on May 16th

Information & Technology Services

Director, Carl Fahle

- **RESOLUTE GUARD ENGAGEMENT:** Technology Services staff initiated engagement with **Resolute Guard**, a Keenan & Associates SAFER cybersecurity partnership, to implement their SMART-Cyber Action Plan (SMART-CAP). This work will include a vulnerability assessment aligned with best practice data governance, administrative, and technical activities that protect against a cyber-incident, and provide analysis/data for the agency's current security posture and potential recommendations for areas of cyber-hardening.
- **ERATE FY22/23 FOR CAT1 DATA TRANSPORT AND CAT2 INTERNAL BROADBAND CONNECTION:** YCOE's CAT-1 Data Transport and CAT-2 Firewall Form 471 applications have been certified and are pending discount approval from the FCC's Universal Service Fund, USAC (Universal Service Administrative Company).

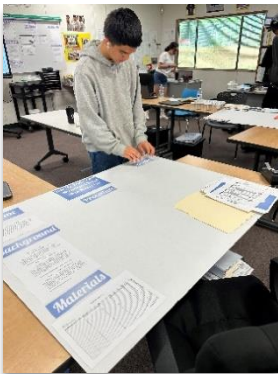
- **FIREWALL REPLACEMENT PROJECT:** Quest Technology Management was awarded the 470 #230020585 RFP for the Fortinet FortiGate 600F Firewall to replace the current end-of-life hardware and services agreement. Staff is working closely with the vendor to deploy the new equipment which provides end-to-end security including web and content filtering, antimalware, antivirus, antispam, intrusion, and persistent threat prevention among numerous other network security services.
- **CCS TLS DISASTER RECOVERY PLAN:** Attended the California County Superintendents Technology Steering Committee forum which finalized a Business Continuity/Disaster Recovery Blueprint to assist California K12 LEAs in developing a BC/DR plan tailored to each agency's specific needs and capabilities.
- **MULTIFACTOR AUTHENTICATION (MFA):** In order to enhance account security and address new cybersecurity requirements of the agency's insurance entity, Keenan, IT staff have begun enabling Multifactor Authentication (also called two-step verification) on employee Office 365 accounts. All YCOE network accounts now have MFA enabled before the start of the next school year and will be automatically enabled for new employees and other users provided a YCOE network account.
- **KNOWBE4 PHISHING SIMULATION:** Another cybersecurity requirement of YCOE's insurance provider is related to employee awareness and training around 'Social Engineering Cyber Threats' including those that are sent via fraudulent emails (called 'Phishing' email) masquerading as a business, or someone known in order to trick users into sharing personal information. YCOE has launched a service from a company called KnowBe4 which randomly sends out Simulated Phishing Email to employees. Users who respond to these phishing emails receive a notification of the simulated fraudulent email and are provided with links to articles and short training videos designed to help users identify and protect themselves from actual phishing messages. More information is available here: [KnowBe4 2-Minute Video | KnowBe4](#)
- **INCIDENT IQ WORK-ORDER/HELP DESK:** Staff in ITS and SOS have been working with a Project Strike Team to migrate the outdated facilities work-order system (School Dude) and ITS help-desk service (Teamwork Desk) to a new, unified K-12 platform called **Incident IQ**. The new platform offers numerous enhancements, efficiencies, and integrated functionality to improve operational service response and tracking, asset management, data governance, and project status visibility.
- **CAASPP ASSESSMENT SUPPORT:** IT staff have been working with Ed Services CAASPP Test Coordinators to update and push out the updated Secure Test Browser to agency Chromebooks and other testing devices used for the annual California Assessment of Student Performance and Progress.

**EDUCATIONAL SERVICES DIVISION
MAY 2023
BOARD REPORT**

Cesar Chavez Community School

Heather Schlaman, Principal

- This spring, we have held two family engagement events to bring students, families, and staff together in a social setting. On Saturday, April 8th, we held a barbecue at Fern's Park. Monica Aceves Robles cooked chicken and steak on the grill, and we served rice and beans from Las Brasas. We took the cornhole set and a few other games and planned some activities to help people get to know each other. On April 19th, we held a family art night on campus. We served dinner and an artist from Yolo Arts guided everyone through the process of making an individual or family collage. We are appreciative of the staff members and central office administrators who attended these two events and engaged with our students and families.
- Students in the Yolo County Career Program (YCCP) are working on science projects, which they will present alongside their Presentations of Learning on May 18th. Bruce Lewis has worked with the students individually to help them design projects that relate to their career goals, order the materials they need, and plan out the projects. We are looking forward to the final products!
- Our Open House and Student Art Show was on May 4th. Our students have done great work during their twice-weekly art sessions with Tomás Montoya, and it is exciting to see their art on display. Alejandra Lopez invited several community organizations to attend and share information and resources with our students and families.



Early Childhood Education

Shannon McClarin, Director

- All our area managers have been busy this month conducting our third internal monitoring.
- We submitted the Universal Prekindergarten (UPK) Grant request for data – awaiting to receive award funds and planning for workgroup.
- We are entering a new grant cycle and writing grants for our Quality Counts California (QCC) and Quality Counts California Workforce pathways grants (QCCWFP). These grants support family childcare providers, providers in Infant/Toddler center-based care, and center based preschool teaching staff.



Equity & Support Services

Stan Mojsich, Assistant Superintendent

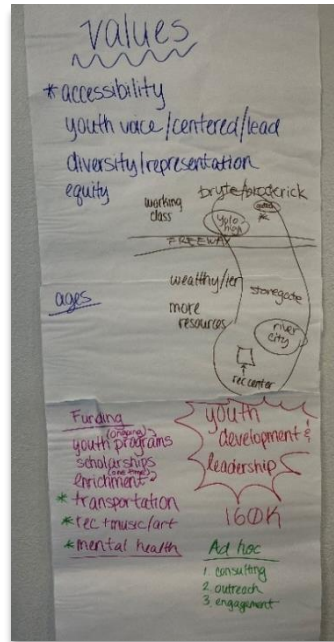
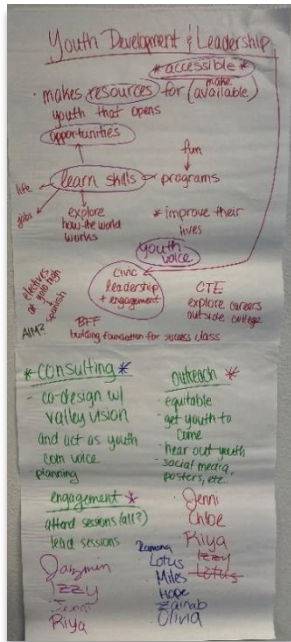
- Problem of practice training was conducted on April 25. Districts sent multiple members of their teams to learn how to better analyze data and conduct root cause analysis focusing on chronic absenteeism.
- Engagement session with Cesar Chavez staff was held April 27 to gain valuable feedback on the school's Student Blueprint for Success.
- Members of the YCOE Ed Services team have been participating in the Capital Central Foothills Area Consortium/California Coalition of Inclusive Literacy (CCFAC/ CCIL) Dynamic Introduction Series focused on Universal Design for Learning.

Yolo County Youth Commission

Drucella Miranda, Youth Commission Coordinator

- Youth Commissioners have created Ad Hoc groups to organize and divide the work to prepare for their community engagement.

- Below are notes from their March Business Meeting where they collectively created their understanding of youth development and values as a group.
- One group has been strategizing incentives and outreach efforts to share with their peers



across the county and the other group of commissioners are leading the logistics of the day, including the agenda to conduct a needs assessment for youth.

- The community engagement will be done in collaboration with The Roadmap to the Future on May 6th from 11am-1pm at the Davis Veterans Memorial Center and 3-5pm that day at the YCOE Conference Center.
- Information from these sessions will help inform areas of priorities for the youth development grants that the Youth Commission is leading for our County as well as help the County determine where the funds allocated from the American Rescue Plan will be used for children, youth, and families.
- The next business meeting for the Youth Commission is Saturday, May 20th from 12-4 pm at the YCOE Conference Center.

Prevention and Wellness
Sonia Rambo, Ed.D, Director

- We are in the thick of conference season! We took a team of seven to the Statewide Homeless Conference in San Diego, April 26-28 that included district partners.



- Sonia Rambo attended a one-day summit called Advocating for Student Healing and Health where she learned more about wellness centers.
- We supported the Lisa Project as part of Child Abuse Awareness Month and tabled all three days of the touring exhibit to showcase the services our department offers.
- Andrew and Chelsea represented us well at a Tobacco Use and Prevention Education (TUPE) Summit in Shasta County.



- Chelsea supported Cesar Chavez with their Art Night. Special guests included Deb Bruns, Maria Arvizu-Espinoza, and Garth Lewis.
- We have received the first half of the Student Behavioral Health Incentive Program (SBHIP) funds and are working to get the MOU signed with the districts so we can distribute the initial funds for wellness centers and programs.

Special Projects: Student Services

Gayelynn Gerhart, Director

- Community school planning, support, and collaboration took place with Woodland Joint Unified School District, Washington Unified School District and Esparto Unified School District
- The Whole Child Equity Summit will be held on May 11 at the Yolo County Office of Education (YCOE).
- State testing: ELPAC (English Language Proficiency Assessment for California) and CAASPP (California Assessment of Student Performance and Progress) in underway at YCOE school sites
- Assisting with the editing and writing of our own YCOE LCAP (Local Control and Accountability Plan)

Special Projects

Gail Nadal, Director

- The Early Learning Summit is planned for June 14, 2023, at YCOE. The focus of the Summit is to give information about the Early Learning and Care programs and how parents are accessing services. A Family Survey to hear how parents are feeling has been administered. Are children in Yolo thriving? While they are attending the summit, the attendees will hear about the California landscape in the Early Years and the plans for an integrated Systems Alignment including a mixed delivery plan that supports the individual needs that families may have in Yolo County. **This is a must come to event!** Find out

about the ever-changing landscape to support the youngest age child in Yolo. This event will be 8:30 – 12:00 pm.

- We are delighted to share that at the Early Learning Summit, we have two Parents who have agreed to tell their story of raising a family in Yolo County. This will be a highlight of the Early Learning Summit. Parents will share their achievements and challenges in getting necessary services for young children 0 – 5 years of age. Also, with the TK Expansion, hearing from the parents what worked and what challenges the families might have experienced with 4-year-old children on school campuses that were designed for older children. The TK Expansion has given families the ability to participate in developmentally appropriate activities in a play-based environment and children are engaged in concrete learning opportunities.

Special Education

Marty Remmers, Director

- The Spring Fling at Greengate was held on April 21st. It was an awesome event. Please see pictures attached below.
- We have a complete OT department! Our second in person Occupational Therapist is scheduled to start on May 10. This is a position that has been filled with contracted staff all year, and we are excited to have Dominique Tristant start with us on May 10!
- Graduation for our Greengate program is scheduled for June 7. The community is invited. Specific details to come later in the Spring.
- Graduation for our ALS and Horizon program is scheduled for June 6. Everyone is invited. Specific details to come later in the Spring.



- Mr. Remmers, and Dr. James are scheduled with Jessica Bohatch to conduct a second round of walk-throughs in her programs on April 25th and 27th.
- Our full behavior team met on April 28th to review and adopt a Social Emotional Learning (SEL) curriculum for our YCOE programs.
- Statewide testing continues. Our teachers and support staff are doing a great job in administering the tests. A special thanks to Rosalva Vargas for keeping all things test related organized and up to date.
- On two dates in April, Mr. Remmers, Ms. Nguyen, and Ms. Robles attended the NorCal Job Fair and The UC Davis Career Fair. We met with numerous candidates and are moving forward in recommending hiring one teacher that we interviewed at the UCD Career fair. Thanks to Mike Jackson for coming to UCD to be on the interview panel!
- Jessica Bohatch attended the Virtual Workability Conference on April 25. She continues to do an excellent job in supporting our students in their employment through the workability grant.

Inclusive Early Education Expansion Program (IEEEP)

Sara Portugal, Program Specialist II

- Quarterly Progress Reports were completed this month for the grant.
- In partnership with the Special Education Local Plan Area (SELPA), we created an adaptive equipment and sensory equipment lending library for Yolo County care providers serving children 0 – 5.
- Upcoming Professional Development via CAST.org: Universal Design for Learning in Early Childhood Education Series is scheduled for May and June.

Teaching & Learning

Deb Bruns, Director

- Deb Bruns and Heather Schlaman joined the Woodland JUSD leadership team to celebrate and reflect on the 3-year **EL RISE** (English Learner Roadmap Implementation for Systemic Excellence) program. YCOE served as one of four anchor COEs for the statewide initiative and WJUSD was one of six anchor districts. EL RISE staff led the leadership session and filmed interviews with WJUSD staff for a video spotlighting the district accomplishments in supporting English Learners.
- Multi-Tiered System of Supports (MTSS) Coordinator Cathie Irwin is attending the **CalHOPE statewide Community of Practice**. She is working closely with YCOE Prevention and Wellness Department to integrate social emotional learning and mental health supports with our Positive Behavioral Interventions and Supports (PBIS) trainings and coaching.

College & Career Readiness (CCR):

- CCR team began the 2nd **Entrepreneurship Adult Education** 10-week Career Technical Education (CTE) course in partnership with the Woodland Public Library. Through a new partnership for YCOE, the Sac Valley Small Business Development Center is providing the instruction and connections to follow up services. The course is full with twenty-five students.

- One of our Yolo County Career Program (YCCP) students recently completed a 120-hour internship working with YCOE's Support and Operations Services department, gaining experience and knowledge about career interests, including welding, plumbing and electrical work.

Yolo County

OFFICE OF EDUCATION

Board Calendar (Meetings, Events and Special Dates)

May

Thursday, May 11, 8:30 am-4:00 pm, Whole Child Equity Summit, location: YCOE Conference Center ([register](#))

Thursday, May 18, 3:00-6:00 pm, YCOE Staff Appreciation Event, location: Nelsons Grove

Friday, May 19, 9:00 am-5:00 pm, SAYS Summit College Day, location: UC Davis Conference Center

Tuesday, May 23, 3:30-7:30 pm, YCOE Job Fair, location: YCOE Conference Center ([register](#))

Wednesday, May 24, 4:00-6:00 pm, YED-Talk (hosted by YCOE) – by invite only

Tuesday, May 30, 4:00-9:00 pm, 12th annual UC Davis Equity Summit, location: UC Davis Conference Center ([register](#))

June

Thursday, June 1, 4:00-6:00 pm, YCOE Retiree Ceremony, location: YCOE Conference Center

Sunday, June 4, 10:00 am-5:00 pm, Yolo County Juneteenth Celebration, location: UC Davis Conference Center

Tuesday, June 6, 8:30 am-3:00 pm, Adult Living Skills (ALS) and Horizon Graduation, location: YCOE Conference Center

Wednesday, June 7, 10:00 am-12:00 pm, Greengate School Graduation

Wednesday, June 7, 6:00-7:30 pm, Cesar Chavez Community School Graduation

Tuesday, June 13, 3:30 pm, **Board Special Meeting** (Budget Study Session)

Wednesday, June 14, 8:30 am-noon, Early Learning Summit, location: YCOE Conference Center ([register](#))

Tuesday, June 27, 3:30 pm, **Board Meeting** (Budget & LCAP Adoption)

August

Saturday, August 5, 8:00 am-noon, Backpack & School Supply Giveaway (hosted by Yolo County Children's Alliance), location: Alyce Norman Education Center

Tuesday, August 8, 3:30 pm, **Board Meeting**

Thursday, August 10, YCOE Orientation, location: YCOE Conference Center

August 16-20, Yolo County Fair

September

Saturday, September 9, 9:00 am-3:00 pm, Adulting 101: Life Skills for Teens, location: Woodland Community and Senior Center

Sunday, September 17, 5:30-9:30 pm, Woodland's Dinner on Main, location: Heritage Plaza

Monday, September 25, 5:00-7:30 pm, Excellence in Education Awards, location: YCOE Conference Center

September 28-October 1, California Latino School Boards Association Conference, location: Long Beach

Friday, September 29, 9:00 am-2:30 pm, Youth Empowerment Summit, location: UC Davis ARC Ballroom, yolosaysyes.com

October

September 28-October 1, California Latino School Boards Association Conference, location: Long Beach

November

Saturday, November 18, 8:00 am-noon, West Sacramento Community Giveaway Day (hosted by Yolo County Children's Alliance), location: Sutter Health Park

December

Saturday, December 16, 8:00 am-noon, West Sacramento Holiday Toy Distribution (hosted by Yolo County Children's Alliance), location: Alyce Norman Education Center

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

5. CONSENT AGENDA


Quick Summary / Abstract


These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion unless a Trustee or citizen requests that an item(s) be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items:


Approval of Minutes:

- a. April 3, 2023 Board Retreat
- b. April 11, 2023 Regular Board Meeting
- c. April 2023 Temporary County Certificates (TCC's)

Supporting Documents

 4-3-23 Board Retreat Minutes

 4-11-23 Minutes

 TCC's April 2023 4 totals

YOLO COUNTY BOARD OF EDUCATION
Board Retreat

April 3, 2023
9:00 a.m. – 12:00 p.m.
YCOE Conference Center (Davis Conference Room)

Start time: 9:07 am

- I. Board President Welcome
 - Team Building Exercise (5 min)
 - Energizer
 - What is your why?
Each trustee answered the question.
- II. Budget (30 min)
 - Budget Cycle
Crissy Huey, Associate Superintendent, Administrative Services and Debra Hinely, Director, Internal Fiscal Services presented information on the Budget Cycle.
 - Trustee Esquivel asked about the three (3) year budget process that begins on April 1.
 - Staff stated that there are challenges you experience with the gap in time, especially with the Head Start federal program and reporting Cost of Living (COLA).
 - Trustee Salud-Ambriz discussed the disconnect as co-chair of the budget committee. Garth stated that this topic will be discussed later in the agenda.
 - Trustee Zendejas asked a question about the October 15 unaudited actuals and if we have received revenue. Ms. Huey stated that the books have not been closed.
 - Ms. Hinely commented that when they close the books the amounts are expended in which they can then set up receivables for anticipated revenue, award funds or contracts for the projected year.
 - Independent auditor looks at books.
 - Trustee Moreno wanted to confirm that this process has been in place for years. Staff stated yes.

Other items discussed included:

- District funding vs. COE funding.
- Woodland JUSD ADA.
- Cesar Chavez and Dan Jacobs student funding explained.

- Trustee Salud asked about Band 1– ADA 0-30,000. Staff explained the different bands.

*Trustee Esquivel left at 9:48 am
Returned at 9:55 am*

- President Zendejas asked how many districts fall under grant – Ms. Hinely stated that all five (5) districts fall under grant, and they do have a say on how Differentiated Assistance (DA) money is used. The County works side by side with districts on vision and support of funds.
- Trustee Moreno asked if \$600,000 is allocated differently to districts and what the needs are. Staff stated that the dollar amount is not allocated – its services are. County provides one time support, etc.
 - President Zendejas stated that this is from an equity standpoint. District could receive more funds dependent on services.
- Trustee Esquivel asked about the districts hiring support for DA. Superintendent Lewis referred to the Education Code that states that the County Superintendent of Schools provides DA from county. Districts can get a third party at their own expense if desired. He also stated that there are two (2) districts in county currently working on a DA chronic absenteeism strategy.
- Trustee Moreno asked about funds for grants. Are they guaranteed? Staff stated that YCOE does apply for grants and that those grants are usually for alternative education students. There are also grants we apply for every year.
 - Trustee Esquivel asked about the amount for DA – Is it a set amount? Is a formula used. Staff stated that the figures never change for districts that fall under DA. President Yip asked about funding prospects. Ms. Huey commented on the draft formula. How it is solidified and approved to support county offices.
- Audits summarized – Contact Superintendent Lewis for more information.
- Discussed training, travel, and supply budget.
 - Superintendent Lewis asked the Board to look at slides for content if needed.

III. Budget (30 min)

- Training and Travel and Supply Budget
 - Discussed spreadsheet.
 - Discussed CCBE and CSBA conferences.
- Garth presented travel sheets.
 - Discussed budget department prior to pandemic. Budget analysis and data from 2016 to 2019-20.

- Discussed terms of travel and conference.
- Trustee Moreno asked what the average spending is and are funds still there? Ms. Huey stated that we don't roll money over.
- Framework discussed.
- Trustee Moreno asked what the average allocation has been in the past. Staff presented data given to the Board on what has been spent in past years at CSBA and CCBE. President Zendejas stated that perhaps it is possible to add one additional conference this year for leadership roles.
- Trustee Moreno stated that there are a few members serving on board for CLSBA and CCBE and those come with additional expenses. Vice President Yip stated the CCBE board retreat as an example of a leadership role.
- Trustee Salud stated that CCBE has recently created the CCBE governance workshop which has not been offered before. Vice President Yip stated that trainings for masters and governance wasn't tailored to county board in the past.
- The total amount for board travel is \$23,000 and President Zendejas would like to prioritize the conferences: CSBA, CCBE, MIG for county board members. He would also like to bring back the dollar amount used for next fiscal year to board retreat for discussion and review. Superintendent Lewis stated that this would be helpful for staff to understand what the parameters and framework are to help make decisions. Trustee Moreno asked if was possible to transfer allocations from trustees that did not use it. Trustee Yip stated that they did not have an allocation for each trustee in the past. Each trustee was usually allowed to go to CSBA and CCBE conferences. She also asked what the average conference spending is and if conference fees were covered if you are presenting? Superintendent Lewis stated that it is different for each conference. Some conferences cover costs and some do not.

Recommendation.

- Setting the dollar amount at \$25,000 or COLA whichever is higher for the Board
 - Prioritize CSBA and CCBE with one leadership conference.
 - Will reassess allocation next year.
- Trustee Moreno asked if this subject should be added to the Board agenda. Superintendent Lewis stated this subject should be part of retreat discussion.
- Allocations and parameters conversation
Criteria was shared on how to become members of other organizations and how to submit requests was reviewed.

Break 10:29
Back at 10:39

IV. Review Mission and Vision Statement of YCOE

- Garth presented the strategic plan and revisited the mission and vision statement process.

Discussed the Roadmap to the Future.

- Goal 3 - Serve students.
- Goal 4 - Ways internal process facilitates efficiency and excellency.
- Goal 5 - Recruit, retain and develop process.
- The board had the opportunity to provide language. YCOE has an upcoming annual retreat with leaders that include unions, and we will look at data to improve focus for upcoming year. Retreat scheduled for June 21 and 22. We will also be looking at the goals of the strategic plan. The board was given the blueprint for student success which aligns with vision and mission.
- Other boards do have a separate vision and mission from COE. Trustee Salud asked about the historical background of Boards having their own mission and vision. Trustee Moreno appreciated review and playing a role in developing and supporting mission and vision of YCOE which is shared with Superintendent.
- Trustee Moreno has three (3) questions regarding the Yolo County educator pipeline.
 1. Role of high schools.
 2. What is the role of Community College Districts (CCD) in supporting this.
 - a. Education courses.
 - b. Early childhood education curriculum.
 3. Two (2) courses to prepare students to think about their career.
 - Superintendent Lewis – Discussed role for high school students and CCD. There is support for building a pipeline in high school.

Trustee Moreno asked about emergency operations, environmental disasters, and shootings. How does this cover targeted students with the lesbian, gay, bisexual, transgender, intersex, queer/questioning, asexual (LGBTQIA)? Data and information are in the safety plans, and it does reflect students, healthy kids survey, and work done on school climate per Superintendent Lewis.

Trustee Moreno asked about the Yolo County Roadmap to the Future and how district superintendent leadership has been responding and were they invited to process? Superintendent Lewis stated that there are multiple jurisdictions, there are tensions and the notion of voluntary effort. There is no authority to mandate

participation since it is by invitation only. Leaders in school districts have helped with understanding issues and providing space for input. We have recently hosted a series of meetings with superintendents and will continue to provide that space.

The Board discussed the breaking barriers statement model being child centered. Trustee Esquivel asked when this model is in place? Staff stated 2021-25. Were there collaborative efforts to design this? She attended the CCBE governance workshop on collaboration and objectives should include a shared mission and goals to incorporate plan. CASBO is also looking at payroll and accounting reporting requirements which many are stating should be eliminated. They are aligned with goal 4 and CASBO is looking at this. President Zendejas concluded discussion by commenting on the strategic plan visuals, vision, mission, and communication.

V. Effective Governance Conversation and Agreements (1 hour)

- Roles of the Board
 - Reviewed page 36 in trustee handbook.
 - Reviewed roles of county board of education.
 - Reviewed President/Vice President terms.
 - Reviewed Bylaw 9100
 - Discussed governing body, superintendents' community advisory council, Head Start, Alternative Education., etc.
 - Reviewed handbook – Trustee Esquivel will work on handbook as CCBE leadership.
 - Roles of board still reflected on website.
- Communication/roles between Trustees and Superintendent
 - When a trustee wants to add an item to the agenda, please contact Superintendent Lewis and Yvette and they will share it with the executive committee. Please call, text, and email any questions.
 - Absences to Board meetings.
 - Please let staff know ahead of time. This is in addition to 1:1 meeting.
 - Presenting resolutions – List of steps to review was shared.
 - Should the Board approve resolution first? Trustee Moreno asked what the steps are for staff prior to meetings. Can the Board have a say which community members present resolutions? Is the staff trying to find someone to present resolution? Staff stated - 1. who is doing outreach since it depends on the Board member's personal relationship with the possible presenter. 2.

Default outreach should be with individual trustees.

- Resolutions are shared two (2) months in advance at the Executive Committee. If the trustee wants to present a certain resolution, please contact the executive committee. Trustee Moreno asked for a list of recurring resolutions so she can identify which she would prefer to present.

President Zendejas stated that he is leaving for a family trip on Wednesday and will not be at next Board meeting. Vice President Yip will run meeting.

Trustee Moreno stated that she plans to submit ethnic studies teaching credential resolution before the meeting tomorrow.

- The Board will also move Trustee Salud's resolution regarding organ donorship to August. Yvette will add this resolution to the recurring list. Trustee Moreno asked if staff could let them know when they are not able to reach the presenter.

- Governance mindset

Superintendent Lewis gave an illustration of a past discussion.

Partnership and collaboration are the benefits of working together.

- Update on Board policies – 9000

Policies will be updated by April 15. Policies will come to Board as a first reading and second reading (adoption).

- Process for supporting/sponsoring bills.
- Potential special projects supported/sponsored by Board.

Trustee Esquivel asked if there is a process now for supporting bills, for example AB 906. Also, she would like to work on allowing a stipend for a student board member.

Superintendent Lewis stated that there are two (2) different processes to support bills - (1) Resolution to support bill (2) Official letter of support of bill from the county office of education comes out of superintendent's office. Decision lies with superintendent on whether to support bill.

Trustees asked is the Board able to support legislation. Can the Board consider being proactive on legislation? Vice President Yip stated that a Board member can support as an individual citizen but should not state that they are supporting on behalf of the Board. The distinction needs to be made.

The Board suggested that Superintendent Lewis check with legal counsel on the legality of this issue. Can the Board provide testimony on a bill as

an individual and as a California Latino School Boards Association (CLSBA) regional director? Vice President Yip suggested making it clear who the trustee is representing. Is it possible for the Board to support resolution/policies that leadership does not support. President Zendejas suggested support letters on individual letterhead. There is also a YCBOE letterhead available to the Board to support certain legislation. Yvette will resend the letterhead to the Board.

- Establish ad hoc committee/advisory committee.
Is there a formal process for exploring a student board member per Trustee Esquivel. Trustee Yip described the process in the past. Students and advisory members of school were overseen by COE. Trustee Moreno supports student representative but is concerned about student centered work.

President Zendejas left at 11:53 AM and returned by 11:55 AM

Trustee Moreno stated that there is a lack of work and compensation on this issue. Trustee Esquivel would like her to be a part of the conversation and part of the ad hoc committee on this issue. She would like to explore extra credits for the student representative also. Apparently, San Diego COE allows compensation with students. Trustees would also like to review the legal concerns for compensation to student board members and if they could include high school credit, civics, and community service. Also is there a possibility of gift cards? Trustees Yip and Moreno are interested in participating in this committee.

- For the ad hoc committee there would need to be a limit of less than a majority board per Brown Act.

Trustee Salud made a Motion to extend the meeting to 12:30 pm. Trustee Esquivel seconded this motion.

Trustee Esquivel and Trustee Salud will be on the ad hoc committee to explore student board members.

Superintendent Lewis commented on sub committees – for example the budget committee. In general, we have not established a regular cadence of meetings. Board budget meeting is twice a year, or as needed. It is a meeting with staff prior to the budget approval. Facilities staff have initiated meetings when they feel the Board should be aware of certain items. Trustee Salud stated that he is brand new and does not understand purpose, role. Superintendent Lewis stated that the subcommittee is to engage with staff and have a better understanding of budget, facilities, etc., Also is an opportunity for questions. Facilities, budget, policy, and superintendent compensation committees all align with board decision making. Trustee Salud requested a presentation on the

compensation scale and historical background on trustee's pay. Staff stated it is based on ADA for county.

VI. Conducting a Board Self-Evaluation (20 min)

- Review last self-evaluation completed by Trustees and sample materials.
- Discuss timeline for future self-evaluation.
- Used CSBA survey for county boards. Trustee Yip suggested that the president can bring to the Board an evaluation specific to county boards. The questions on the CSBA survey do not pertain to county. President Zendejas can review if the Board will be using same evaluation in January of next year for review at next retreat.

VII. Future Agenda Items (10 min)

- Questions
- Other Items to Address
- Trustee Yip – Discussed article in Sacramento Bee regarding juvenile hall. Now is not the time to reduce alternative education programs. How is it going to impact county juvenile halls? Please have this issue on your radar. There is a need to continue to have discussions on the needs of students in juvenile hall.

Trustee Moreno would like to learn more about the status of juvenile hall. Items include:

- Cost of facility and use?
- How many students are in juvenile Hall?

President Zendejas would like a presentation regarding the Education Code on stipend health benefits access to boards. Do years of service count towards PERS?

VIII. Adjournment

- Meeting adjourned at 12:10 pm
Vice President Yip made a motion to adjourn the meeting and Trustee Moreno seconded.

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: April 11, 2023
MINUTES

1.0 OPENING PROCEDURES

- 1.1 Call to Order and Roll Call. The Yolo County Board of Education met on April 11, 2023, at 3:35 p.m. at a Regular Board meeting session in person and via Zoom. Board Members present were Elizabeth Esquivel, Melissa Moreno, Shelton Yip. Vice President Yip presided. Superintendent Garth Lewis was present. (Roll Call held). Armando Salud-Ambriz and President Tico Zendejas absent.
- 1.2 Indigenous 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 to Approve agenda.

MOTION: Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Yip **NOES:** None **ABSENT:** Salud-Ambriz, Zendejas

2.0 RECOGNITION OF GUESTS AND PRESENTATIONS

- 2.1 YCOE Employee of the Month (March 2023)
Crissy Huey, Associate Superintendent, Administrative Services presented the Employee of the month certificate for April 2023 to Catherine Vibert, Administrative Assistant, Educational Services Division. Staff thanked her for her hard work and dedication.

3.0 Public Comment.

None

4.0 REPORTS

4.1 Board Reports

Trustee Esquivel

- Attended California Association School Business Officials (CASBO) Conference.
 - Gratefully the Yolo County Office of Education (YCOE) was represented at the conference.
- Discussed duties as Vice President of California County Board of Education (CCBE) and work on Gibson Bill – in regard to community schools. Been an advocate and CCBE lead witness to support bill on April 4.

- Attended Earth Day event at community park in West Sacramento.
- Attended River City Democratic Club event.
 - Bill Dodd, California State Senator and Cecelia Aguiar Curry, California State Representative listened to current legislative actions.
- Attended Women’s Leadership Summit where she was part of panel sharing career stories.
- Participated in Assembly Subcommittee regarding Multi-Tiered System of Supports where changes were proposed.

Trustee Moreno

- Shared upcoming theme for Unity Conference which includes issues around equity and social justice. Trustee Moreno is also the Regional Director of the California Latino School Boards Association (CLSBA) and she is helping to finalize theme which includes regeneration of teachers and leaders in schools and communities with an emphasis on math, education, and implementation of ethnic studies.
- Attended local school board meeting in Davis. Acknowledged leaders of efforts there to support young people and the rights of trans-students to be protected. The ethnic studies teaching credential task force is rethinking how to bring in different stakeholders in conversation. Association of California School Administrators (ACSA) is also requesting a certificate in future. Was able to travel to Utah to gain insights on bills impacting students and youth there. It was interesting to hear and see other colleagues in other states protect young people’s rights. Thanked teachers and staff for all they do for students.

Vice President Yip

- Thank you for attending the Board retreat.
- Attended Yolo County Elected Officials event.
 - Eighty (80) plus people in attendance.
 - Congressman Mike Thompson was able to discuss bills on important subjects to support students.

Superintendent

None

SAT

Educational Services

Maria Arvizu-Espinoza, Associate Superintendent, Educational Services reviewed her Board report. She gave an update on the Roadmap to the Future and discussed the April 17 second round of the champions sessions which will include tabletop sessions. The second round will take place May 1-4 and May 10.

Vice President Yip appreciates the written report.

Administrative Services

No report this month.

Committees

Vice President Yip stated that Trustee Esquivel and he were at the CCBE retreat for three (3) days. They worked on goals and objectives for the upcoming year. They also discussed AB 906 and organizational support. Trustee Esquivel is also helping plan the annual conference in September and is on the ad hoc committee for Yolo County BOE to add a student board member to Board meetings.

2.2 Associations

None.

5.0 CONSENT AGENDA

Motion to Approve Consent Agenda.

Vice President Yip and Trustee Moreno have changes to Minutes. Both sent emails to Yvette Seibert, Executive Assistant, with corrections.

Motion to approve agenda with changes.

MOTION: Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Yip **NOES:** None **ABSENT:** Salud-Ambriz, Zendejas

6.0 ACTION ITEMS

6.1 RESOLUTION #22-23/45 National Asian Pacific American Heritage Month – May 2023

Vice President Yip presented this resolution to Mary Yin Liu, President and Ruth Asmundson from the Asian Pacific Islander American Public Affairs. They thanked the Board for their support.

Motion to approve RESOLUTION #22-23/45 National Asian Pacific American Heritage Month – May 2023

MOTION: Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Yip **NOES:** None **ABSENT:** Salud-Ambriz, Zendejas

6.2 RESOLUTION #22-23/46 Classified School Employee Week (May 21-27, 2023)

Vice President Yip presented this resolution to CSEA and AFSCME presidents, Austin Creamer and Allynson Camarillo. Ms. Camarillo thanked the board and staff. Staff commented on how important Classified employees are to Yolo COE and all schools in the county.

Motion to approve RESOLUTION #22-23/46 Classified School Employee Week (May 21-27, 2023)

MOTION: Esquivel **SECOND:** Moreno **AYES:** Esquivel, Moreno, Yip
NOES: None **ABSENT:** Salud-Ambriz, Zendejas

- 6.3 RESOLUTION #22-23/47 California Day of the Teacher (May 10, 2023)
Trustee Elizabeth Esquivel presented this resolution to Allynson Camarillo, President AFSCME.

Motion to approve RESOLUTION #22-23/47 California Day of the Teacher (May 10, 2023).

MOTION: Esquivel **SECOND:** Moreno **AYES:** Esquivel, Moreno, Yip
NOES: None **ABSENT:** Salud-Ambriz, Zendejas

- 6.4 RESOLUTION #22-23/48 Teen Pregnancy Prevention Month – May 2023
Maria Arvizu-Espinoza, Associate Superintendent, Educational Services presented this resolution to Karolina Soltero, CommuniCare’s Safe Care Clinic. Trustee Moreno thanked Ms. Soltero for all of her hard work. Trustee Moreno resonates with work done by CommuniCare for teen mothers. Trustees appreciate work done on this issue. Ms. Soltero commented on the name change for the clinic and preventing sexually transmitted diseases (STD’s) for teens.

Motion to approve RESOLUTION #22-23/48 Teen Pregnancy Prevention Month – May 2023.

MOTION: Moreno **SECOND:** Esquivel **AYES:** Moreno, Esquivel, Yip
NOES: None **ABSENT:** Salud-Ambriz, Zendejas

- 6.5 RESOLUTION #22-23/49 Mental Health Awareness Month – May 2023
Vice President Yip presented resolution to Jen Boschee Danzer, Executive Director and Donna Neville, President of NAMI Yolo County. They thanked trustees for the resolution and recognition. Ms. Boschee Danzer discussed youth mental health and education. On April 23 there is a resilience event they hope the trustees can attend. Trustee Esquivel commented on the sponsored bill for mental health since it is dear to her heart. She appreciates the openness and willingness to talk in communities of color and the times that she was able to request help for herself and family on a family matter. Advocacy on behalf of NAMI is very important.

Motion to approve RESOLUTION #22-23/49 Mental Health Awareness Month – May 2023.

MOTION: Moreno **SECOND** Esquivel **AYES:** Moreno, Esquivel, Yip **NOES:** None **ABSENT:** Salud-Ambriz, Zendejas

- 6.6 RESOLUTION #22-23/50 National Foster Care Month – May 2023

Motion to approve RESOLUTION #22-23/50 National Foster Care Month – May

2023. Trustee Moreno presented resolution. Trustee Moreno is grateful to be a foster parent. She discussed being part of Yolo foster community and the need to support program and staff statewide. She is grateful for all the work being done in Yolo County for foster youth. Ms. Arvizu praised the Prevention and Wellness team that supports foster youth in Yolo County. Vice President Yip commented on the shortage of homes for foster youth currently and the hope to bring these kids home permanently.

MOTION: Moreno **SECOND** Esquivel **AYES:** Moreno, Esquivel, Yip **NOES:** None **ABSENT:** Salud-Ambriz, Yip

Vice President Yip thanked everyone for being here. The board appreciates and recognizes all programs that support students. He stated that there will now be a five (5) minute break.

Break at 4:30 PM
Reconvene at 4:36 PM

7.0 INFORMATION ITEMS

7.1 Head Start/Early Head Start Reports

Katrina Hopkins, Program Administrator reviewed the Board report. Trustee Moreno thanked her for the details on events currently occurring. She noticed in a financial report it says volunteers with no amount next to it. She was wondering if there was a cost for volunteers. Ms. Hopkins stated that she will need to follow up with this question. Ms. Hinely stated that it is an in-kind amount and reviewed what Head Start is doing. She explained that it is not an expense. Trustee Moreno asked what educational labor partners would be valued at? Professional volunteers do not cost the program any money. It is voluntary. Vice President Yip stated that this narrative is helpful.

7.2 Attendance Board Reports – April 2023

Stan Mojsich, Assistant Superintendent, Equity and Support Services presented this PowerPoint. Staff continue to reach out to all students on attendance. Trustee Esquivel asked a question regarding conversations that staff is currently having on increasing attendance. Are there any trends on why nonattendance continues to increase? Mr. Mojsich stated that is a broad question. There tends to be more suspensions at this time possibly due to Spring fever and can be a multitude of issues. There are many different areas in dashboard where it shows low attendance, and every district is showing the same thing. We are currently facing different times and there are many social emotional needs after COVID. Staff is looking at this issue. One-time funds have helped to get more staff and hopefully more focus on mental health. Unfortunately, it may take time to see improvement in this area. Trustee Moreno asked if homelessness is impacting students? Are there any conversations that Dan Jacobs is closing or continuing? Homelessness does involve students but will need to discuss that question with staff at Cesar Chavez. The Dan Jacobs question is ongoing. Original timelines shared with the Board will

be kept and staff is working with partners and probation. Ms. Arvizu-Espinoza stated that the closure is still pending, and this item was pulled from the last Board of Supervisors meeting. She also discussed ongoing negotiations with Sacramento. Ms. Gerhart commented that there is a hard closing date in June. Sacramento County currently has forty (40) youth and will most likely be the transfer spot for current kids at Dan Jacobs. Vice President Yip commented on housing and foster youth in juvenile hall. Placer county is building a new facility that includes a therapeutic center. Ms. Gerhart has visited the facility and it is something the county should look at with focus groups.

7.3 First Reading of Independent Study Policies – BP and AR 6158

Stan Mojsich, Assistant Superintendent, Equity and Support Services presented this item and answered questions from the Board. Vice President Yip referenced AR's and stated that the BP is the only policy that comes back as an Action item to the Board next month. Vice President Yip also commented on all the changes that were addressed during pandemic and special circumstances. The AR policy is also very specific to how student IEPs are addressed. Mr. Mojsich asked the Board to review and send him any changes. The BP will come back to the Board next month for adoption. Trustee Esquivel asked about data from the education code, and would the policy be compliant? Mr. Mojsich stated that he followed California School Boards Association (CSBA) sample policy and yes, it is compliant with new legislation.

7.4 Cesar Chavez 2023-24 Calendar

Stan Mojsich, Assistant Superintendent, Equity and Support Services presented this item and answered questions from the Board. This calendar follows Woodland Joint USD calendar. He is bringing this item to the Board as information. Mr. Mojsich stated that the Governor signed three (3) new state holidays. Did the new holidays impact the creation of a new calendar this year. Staff stated that Juneteenth was added, and he will look into other holidays and circle back with the Board on this question.

7.5 Quarterly Report – Williams Uniform Complaints YCOE Schools

Gayelynn Gerhart, Director, Special Projects presented this report and answered questions from the Board.

7.6 Monthly Board Financial Report

Debra Hinely, Director, Internal Fiscal Services presented this report and answered questions from the Board.

8.0 Suggested future agenda items.

- Turnover and emergency credential conditions in YCOE – Future meeting.
- Facilities update – Future meeting.
- EL RISE – Future meeting.
- Organ donation resolution month for August meeting.

9.0 ADJOURNMENT. The meeting was adjourned at 5:08 PM.

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

Garth Lewis, Superintendent

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

April 2023

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Angelo Moreno	Single Subject Credential

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Amanda Divelbiss	Multiple Subjects Credential/Admin Services Credential

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate
Raji Scroggin	Prospective Substitute Permit
Diego Solorio	Career Substitute Permit

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate

Total TCC's for the Month of April 2023: 4

6. ACTION ITEMS

6. 1. RESOLUTION #22-23/51 Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA) Pride Month - May 2023 

Description

Approve RESOLUTION # 22-23/51 Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA) Pride Month - May 2023

Recommendation

Staff recommends approval of RESOLUTION # 22-23/51 Lesbian, Gay, Bisexual, Transgender, Queer, Intersex and Asexual (LGBTQIA) Pride Month - May 2023

Supporting Documents

 Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Month

Contact Person

Trustee Melissa Moreno will present this resolution to:

Gloria Partida, Chair Davis Phoenix Coalition and Anoosh Jorjorian, Davis Phoenix Coalition



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

Resolution #22-23/51

**Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, and Asexual
and/or Ally (LGBTQIA) Pride Month - June 2023**

WHEREAS, Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, and Asexual and/or Ally (LGBTQIA) Pride Month is currently celebrated each year in the month of June to honor the 1969 Stonewall riots in Manhattan. The Stonewall riots were a tipping point for the Gay Liberation Movement in the United States; and

WHEREAS, LGBTQIA people in the United States have made, and continue to make, vital contributions to the United States and to the world in every aspect, including in the fields of education, law, health, business, science, research, economic development, architecture, fashion, sports, government, music, film, politics, technology, literature, and civil rights; and

WHEREAS, the month of June is an opportunity to celebrate the identities and contributions of the LGBTQ community in various expressions of Pride; and

WHEREAS, all children and youth should be able to attend school in a safe and inclusive environment free from discrimination; and

WHEREAS, Board Policies 0410, 5145.3, and 5145.9 prohibit discrimination in its programs and activities based on gender or sexual orientation, among other characteristics; and

WHEREAS, we must strive to ensure that schools are consistently safe and affirming spaces for all students, staff and their families.

NOW THEREFORE, BE IT RESOLVED, that the Yolo County Board of Education hereby declare the month of June 2021 as Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning, Intersex, and Asexual and/or Ally (LGBTQIA) Pride Month.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on May 9, 2023.

AYES: Esquivel, Moreno, Salud-Ambriz, Yip, Zendejas


NOES: None

ABSENT: None

ABSTAIN: None

Tico Zendejas, President
Yolo County Board of Education

Garth Lewis, Superintendent
Yolo County Office of Education

6. 2. RESOLUTION #22-23/52 In Recognition of 100 Years of Service by the United Way California Capital Region 

Description

Approve RESOLUTION #22-23/52 In Recognition of 100 Years of Service by the United Way California Capital Region

Recommendation

Staff recommends approval of RESOLUTION #22-23/52 In Recognition of 100 Years of Service by the United Way California Capital Region

Supporting Documents



United Way 100th Anniversary

Contact Person

Vice President Shelton Yip will present this resolution to:

Dr. Dawnte Early-West, President/CEO of United Way.



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

Resolution #22-23/52

In Recognition of 100 Years of Service by the United Way California Capital Region

WHEREAS, the United Way California Capital Region has dedicated the past 100 years to building stronger, healthier, more compassionate communities through local partnerships, that have generated resources and have applied them to meet critical needs of the communities serviced; and

WHEREAS, the United Way California Capital Region has served, for the past 100 years, the counties of Sacramento, Yolo, Placer, El Dorado and Amador; and

WHEREAS, United Way California Capital Region has maintained a 100-year partnership with five community-based organizations: American Red Cross, Boy Scouts of America, Sacramento Children’s Home, The Salvation Army USA and YMCA; and

WHEREAS, the United Way California Capital Region has partnered with local school districts to help children and youth excel in school, strengthening schools, and investing in families, including direct partnerships with the Yolo County Office of Education, Washington Unified School District, and Woodland Joint Unified School District; and

WHEREAS, the United Way California Capital Region has dedicated its resources to improving opportunities for under-resourced children to help ensure they have the educational foundation to succeed as adults, including by delivering free books to infants for the first five years of their life, offering kindergarten readiness to children with no preschool experience, and providing literacy tutors for elementary students; and

WHEREAS, the United Way California Capital Region has also partnered with more than 150 local organizations in Yolo County, including UC Davis, Yolo County Library, Empower Yolo, the Yolo County Children’s Alliance, RISE Inc., and many others; and

WHEREAS, the United Way California Capital Region, in their 100 years of existence, has raised more than \$500 million dollars and has used those funds to fight poverty in the region and help families succeed; and

WHEREAS, the continuum of services provided by United Way California Capital Region includes empowering emancipated foster youth by providing life skills, financial literacy, and economic support; bridging the digital divide by providing broadband access; and helping families meet their basic needs by funding guaranteed income payments.

NOW, THEREFORE, LET IT BE RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools does hereby recognize the contributions of the United Way California Capital Region, offers congratulations for 100 years of service, and offers best wishes for continued success in the future.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on May 9, 2023, by the following vote:

AYES: Esquivel, Moreno, Salud-Ambriz, Yip, Zendejas


NOES: None

ABSTAIN: None

ABSENT: None

Tico Zendejas, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

6. 3. RESOLUTION #22-23/53 In Recognition of 25 years for the Yolo County Local Child Care Planning Council (LPC) 

Description

Approve RESOLUTION #22-23/53 In Recognition of 25 years for the Yolo County Local Child Care Planning Council (LPC)

Recommendation

Staff recommends approval of RESOLUTION #22-23/53 In Recognition of 25 years for the Yolo County Local Child Care Planning Council (LPC)

Supporting Documents



LPC 25th Anniversary

Contact Person

President Tico Zendejas will present this resolution to:

Shannon McClarin, Director, Early Childhood Education and the Yolo County Local Child Care Planning Council (LPC).



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

Resolution #22-23/53

In Recognition of 25 Years for the Yolo County Local Child Care Planning Council

WHEREAS, the Yolo County Local Child Care Planning Council (LPC) was established in January 1998, in compliance with Assembly Bill 1542 (Education Code §8499.3 and §8499.5) to address the child care needs of all families in Yolo County; and

WHEREAS, on March 24, 1998, the Yolo County Board of Supervisors approved Resolution No. 98-57, which formally established the Yolo County Local Child Care and Development Planning Council; and

WHEREAS, the Yolo County LPC consists of 20 members, half appointed by the Board of Supervisors and half appointed by the Superintendent of Schools; and

WHEREAS, the Yolo County LPC consists of members from the following categories: consumers of child care, child care providers, public agency representatives, community organization representatives, and four members appointed at the discretion of the appointing agencies; and

WHEREAS, the mission of the Yolo County LPC is to promote the professional growth of the child care workforce and to support the development of quality child care programs; and

WHEREAS, in partnership with public and private entities, the Yolo County LPC works to improve child care and early education opportunities by assessing the county's overall child care needs once every five years and preparing a countywide child care plan to mobilize public and private resources; and

WHEREAS, the Yolo County LPC also works to promote access to quality child care and development services, and collaborate with community organizations and government agencies to provide families the best possible child care options; and

WHEREAS, the Yolo County LPC supports the training and professional development of child care providers in Yolo County; and

WHEREAS, during the COVID-19, the Yolo County LPC was instrumental in delivering masks, hand sanitizer, hand soap, gloves, diapers, cleaning supplies and educational materials to childcare providers in Yolo County, including conducting weekly calls and providing health and safety information; and

NOW, THEREFORE, LET IT BE RESOLVED, that the Yolo County Board of Education and the Yolo County Superintendent of Schools does hereby recognize the contributions of the Yolo County LPC and offers congratulations for 25 years of service in providing critical support for both planning and implementation efforts to expand the availability of high-quality child care for families in Yolo County.

PASSED AND ADOPTED by the Yolo County Board of Education and the Yolo County Superintendent of Schools at a meeting held on May 9, 2023 by the following vote:

AYES: Esquivel, Moreno, Salud-Ambriz, Yip, Zendejas

NOES: None

ABSTAIN: None

ABSENT: None

Tico Zendejas, President
Yolo County Board of Education

Garth Lewis
County Superintendent of Schools

6. 4. Second Reading of Board Policy

Quick Summary / Abstract

BP 6158 - Independent Study

Description

BP 6158, related to Independent Study, is being presented for action.

Recommendation

Staff recommends that the Board adopt the above BP 6158 - Independent Study.

Supporting Documents

 Updated 6158 Administrative Regulation 3.27.23

Edited 3.27.23

Independent Study

General Independent Study Requirements

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

The Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult education students. (Education Code 51747; 5 CCR 11701)

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

Student's participation in independent study shall be voluntary and no student shall be required to participate. (Educational Code 51747,51749.5, 51749.6)

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

The minimum period for any independent study option shall be three consecutive school days. (Education Code 46300)

General Independent Study Requirements

The Superintendent or designee may offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for participation and is likely to succeed as well as or better than the student would in the regular classroom setting.

The minimum instructional minutes shall be the same for all students at each school including students participating in independent study, except as otherwise permitted by law. (Education Code 46100)

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

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

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

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

The Superintendent or designee shall ensure that all students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

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

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in an independent study program for 15 school days or more who are: (Education Code 51747)

1. Not generating attendance for more than ten percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar
2. Not participating in synchronous instructional offerings pursuant to Education Code 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span
3. In violation of their written agreement

Tiered reengagement strategies procedures used in district independent study programs shall include local programs intended to address chronic absenteeism, as applicable, including but not limited to the following: (Education Code 51747)

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

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

When any student enrolled in classroom-based instruction is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals, of the student's need to participate in independent study, shall be submitted to the Superintendent or designee. (Education Code 51747)

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

Upon the request of the parent/guardian of a student, and before signing a written agreement as described below in the section "Master Agreement," the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

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

For student participation for 15 school days or more, a signed written agreement shall be obtained before the student begins independent study. For student participation of less than 15 school days, a signed written agreement shall be obtained within ten school days of the first day of the student's enrollment. (Education Code 46300, 51747)

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

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

1. The manner, time, frequency, and place for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objective and methods of study for the student's work and the methods used to evaluate that work.
3. The specific resources that will be made available to the students, including materials and personal, and access to internet connectivity and devices adequate to participate in the educational program and complete assigned work

4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
10. Before the commencement of independent study projected to last for 15 school days or more, or within ten school days of the first day of enrollment for independent study for less than 15 school days, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under 18 years of age, the certificated employee responsible for the general supervision of independent study, and for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student

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

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

Course-Based Independent Study

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

1. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction
3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by UC or CSU as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities throughout the school year, for all students in transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for all students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for all students in grades 9-12 to receive at least weekly synchronous instruction.
4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program as indicated by the student's performance on applicable student-level measures of student achievement and engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

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

school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

6. Examinations shall be administered by a proctor
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.
8. A student shall not be required to enroll in courses included in the course-based independent study program
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208
11. Courses required for high school graduation or for admission to UC or CSU shall not be offered exclusively through independent study
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course
14. A student with disabilities, as defined in Education Code 56026, may participate in course-based independent study if the student's individualized education program specifically provides for that participation
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study

16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days

Learning Agreement for Course-Based Independent Study

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

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

9. The objectives and methods of study for the student's work, and the methods used to evaluate that work
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course projected to last for 15 school days or more, or within ten school days of the first day of enrollment for an independent study course projected to last less than 15 school days, the learning agreement shall be signed and dated by the student, and by the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee responsible for the general supervision of the independent study course, and as applicable for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

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

A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute the parent/guardian's permission for the student to receive instruction through course-based independent study. (Education Code 51749.6)

Upon the request of a student's parent/guardian, and before signing a learning agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian, an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

Student-Parent-Educator Conferences

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

Records

The Superintendent or designee shall ensure that records are maintained for audit purposes.

These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

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

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

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

Signed written and supplemental agreements, assignment records, work samples, and attendance records may be maintained as an electronic file in accordance with Education Code 51747 and 51749.6, as applicable.

Program Evaluation


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

Policy Adopted: May 9, 2023

YOLO COUNTY OFFICE OF EDUCATION
Woodland, CA

7. A PUBLIC HEARING WILL BE CONDUCTED TO RECEIVE COMMENT FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE INITIAL PROPOSAL OF THE SUPERINTENDENT FOR THE 2024-2025 NEGOTIATIONS FOR THE CLASSIFIED EMPLOYEES OF THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER #639 ("CSEA")

8. INFORMATION ITEMS

8. 1. Initial Proposal of the Yolo County Superintendent of Schools for 2024-2025 Negotiations for Classified Employees of the California School Employees Association, Chapter #639 ("CSEA") 

Description

Collective Bargaining law requires that initial proposals for negotiations be provided for public input (Government Code section 3547). Attached is the Initial Proposal of the Yolo County Superintendent of Schools for 2024-2025 Negotiations for Classified Employees of the California School Employees Association, Chapter #639 ("CSEA").

Recommendation

For information. It is recommended that the Superintendent's response and initial proposal of the Yolo County Superintendent of Schools for the 2024-2025 Negotiations for Classified Employees of the California School Employees Association, Chapter #639 ("CSEA") be posted and set for public hearing at the June 27, 2023 Regular Meeting.

Supporting Documents



Initial Proposal

Contact Person

Superintendent Garth Lewis will present this item.

YOLO COUNTY OFFICE OF EDUCATION

Initial Proposal of Superintendent

May 3, 2023

The Yolo County Office of Education (“Superintendent”) makes the following Initial Proposal for the 2024-2025 negotiations for Classified Employees of the California School Employees Association, Chapter #639 (“CSEA”).

Superintendent’s Initial Proposal

The Superintendent has discussed, reviewed, and modified with CSEA’s agreement on May 3, 2023, the following sections within the bargaining agreement:

1. Article 9 Pay and Allowances and Article 11 Fringe Benefits

8. 2. P-2 Attendance

Description

Attached is the 2022/2023 P-2 ADA report.

Recommendation

For information.

Supporting Documents



2022-2023 Period 2 Attendance

Contact Person

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

YOLO COUNTY OFFICE OF EDUCATION
Average Daily Attendance (ADA)
2022/2023 Period 2
April 15, 2023

2022/23 Adopted Budget (A)	2022/23 Period 1 Actual (B)	2022/23 Period 2 Actual (C)	2022/23 Annual Actual (D)
-------------------------------------	--------------------------------------	--------------------------------------	------------------------------------

PROGRAM

Cesar Chavez Community School (CCC)	12.00	12.36	13.25	
Cesar Chavez Extension Program	10.00	7.11	6.91	
Yolo County Career Program (YCCP)	4.00	8.33	8.10	
	26.00	27.80	28.26	0.00
Juvenile Hall	0.50	2.33	2.10	
Special Education		124.37	124.53	
Special Education - ESY		10.41	10.41	

Special Education
ADA by District

	ESY	P1	P2	ANNUAL
Davis	1.99	21.51	21.92	
Esparto	0.33	5.57	5.66	
Washington	1.75	30.53	29.89	
Winters	1.21	13.94	14.44	
Woodland	5.13	52.82	52.62	
	10.41	124.37	124.53	0.00

8. 3. 2023-2024 Education Protection Account Spending Plan

Description

Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increases the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

The new revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEA's) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA's revenue limit or charter school general purpose state aid equal to the amount of their EPA entitlement.

Recommendation

For information.

Supporting Documents



2023-2024 EPA Spending Plan 05-09-2023

Contact Person

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

Education Protection Account Spending Plan

The voters approved Proposition 30 on November 6, 2012 (sun setting 12/31/2017) which created the Education Protection Account and subsequently approved Proposition 55 on November 8, 2016 (commencing 1/1/2018).

The Yolo County Office of Education has the sole authority to determine how the monies received from the Education Protection Account are spent; and the governing board shall make the spending determinations in open session of a public meeting.

The monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative costs.

The Yolo County Office of Education shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent.

The moneys received from the Education Protection Account shall be spent as required by Article XIII Section 36 in the following manner:

To pay for county services to districts.

The estimated amount for the 2023/2024 fiscal year is \$3,300.

8. 4. Monthly Board Financial Report

Description

Per request of the County Board of Education, attached is the current financial report for April 2023.

Recommendation

For information,

Supporting Documents



May Board Meeting (Apr)

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	5,670,745.60	18,369,528.60	7,822,462.83	10,547,065.77	42.58
	FEDERAL REVENUES :	6,380,955.00	4,427,754.00-	1,953,201.00	766,035.15	1,187,165.85	39.21
	OTHER STATE REVENUES :	6,556,114.00	767,975.06-	5,788,138.94	3,549,613.98	2,238,524.96	61.32
	OTHER LOCAL REVENUES :	8,753,499.00	1,578,522.00	10,332,021.00	3,155,645.29	7,176,375.71	30.54
* TOTAL YEAR TO DATE REVENUES	* * 34,389,351.00 *	2,053,538.54 *	36,442,889.54 *	15,293,757.25 *	21,149,132.29 *	41.96	

EXPENDITURE DETAIL							
	CERTIFICATED SALARIES :	8,116,816.00	1,842,874.35-	6,273,941.65	4,638,288.58	1,635,653.07	73.92
	CLASSIFIED SALARIES :	9,438,386.00	511,131.61-	8,927,254.39	6,495,553.72	2,431,700.67	72.76
	EMPLOYEE BENEFITS :	8,380,397.00	1,396,151.82-	6,984,245.18	4,245,366.61	2,738,878.57	60.78
	BOOKS AND SUPPLIES :	952,709.00	283,150.81	1,235,859.81	539,860.45	695,999.36	43.68
	SERVICES, OTHER OPER. EXPENSE:	7,109,263.00	3,635,812.70	10,745,075.70	4,709,839.32	6,035,236.38	43.83
	CAPITAL OUTLAY :	476,231.00	1,861,333.00	2,337,564.00	217,641.90	2,119,922.10	9.31
	DIRECT SUPPORT/INDIRECT COSTS:	418,129.00-	653,153.82-	1,071,282.82-	527,052.28-	544,230.54-	49.19
* TOTAL YEAR TO DATE EXPENDITURES	* * 34,055,673.00 *	1,376,984.91 *	35,432,657.91 *	20,319,498.30 *	15,113,159.61 *	57.34	

OBJECT NUMBER	DESCRIPTION	BEGINNING BALANCE	YEAR TO DATE ACTIVITY	ENDING BALANCE
FUND RECONCILIATION				
9110	CASH IN COUNTY TREASURY	7,625,847.60	1,823,041.52	9,448,889.12

8. 5. Head Start/ Early Head Start Reports

Description

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 (Not included for this meeting)
- d. Policy Council Meeting Agenda - this is a standing report to the Board
- e. Policy Council Meeting Minutes - this is a standing report to the Board

Recommendation

For information.

Supporting Documents



Attendance Report_ March 2023



Director's Report May 2023 (2)



March 23, 2023 Minutes



Mar 2023 Board Policy Council



Mar 2023 Board Policy Council Carryover



LPC Meeting Agenda 5 2 2023



April 26, 2023 Agenda



LPC Draft Minutes 4 4 23

Contact Person

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



Head Start / Early Head Start

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

EARLY HEAD START

Date: 4/10/23				Report Outcomes for the month of March, 2023			
#	Program	Site	Ages	Waiting Lists C = Complete () = Over Income	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	EHS/State	Lemen	18 – 36 months	C1 (2)	91.11%	12	13*
2	EHS/State	Alyce Norman	6 wk. – 36 months	C6 (5)	73.48%	27	26
1	EHS/State	Montgomery	24-36 months	C5 (1)	77.44%	12	9
0	EHS Home Base	Yolo Co.	6 wk. – 3 yrs.	C2 (1)	NA	37	37
SUB TOTAL				C14 (9)**	78.93%	88	85

HEAD START

	Program	Site	Ages	Waiting Lists	Average Daily Attendance	Funded Enrollment	Current Enrollment
1	HS/State	Alyce Norman	3 – 5	C20(13)	89.80%	20	16
2					79.46%	20	16
3					74.95%	20	21*
4					81.23%	19	19
13	State ONLY	Alyce Norman	3 – 5		83.38%	16	16
11	HS/State	Alyce Norman	3 – 5		84.15%	20	20
12					86.63%	20	17
1	HS/State	Esparto	3 - 5	C3 (1)	87.20%	16	16
1	HS/State	Greengate	3 – 5	C6 (3)	89.20%	16	15
2					86.11%	20	12
1	HS/State	Plainfield	3 – 5	C0 (0)	74.24%	16	9
1	HS/State	Prairie	3 – 5	C0 (0)	86.36%	20	20
1	HS/State	Woodland Central	3 – 5	C0 (2)	78.79%	20	15
1	HS/State	Montgomery	3 - 5	C0 (0)	81.77%	20	20
1	State ONLY	Wolfskill	3-5	C4 (0)	79.71%	16	13

SUB TOTAL				C 33 (19)	83.14%	263	245
PROGRAM TOTAL				C 47 (28)	82.45%	351	330

Attendance Notes: We continued March enrollment with caution. This was due to ongoing teacher staffing shortages within our agency. Classroom safety and ratios continue to be a priority. Administrative staff continues to work with HR department to support teacher recruitment efforts. Enrollment staff replaced dropped children and continued to prioritize the enrollment of At-risk children and EHS transitions. *Student was replaced before the end of the month.** (12) EHS waitlisted families aged-out.

April 2023

Head Start

Internal Program Monitoring

All our area managers have been busy this month conducting our third internal monitoring. Our Education Team conducted CLASS assessments, which is a tool that measures the quality of teacher and child interactions, as well as ECERS assessments which evaluates the quality of the environment in our preschool classrooms. We use the results of these assessments to coach our teaching staff as well as to report our scores to our funding sources.

Quality Grants

In April we submitted the Universal Prekindergarten Mixed Delivery Grant request for data to the California Department of Education. We will hold our first Mixed Delivery Grant planning workgroup in May and will be presenting to the Yolo County Board of Education at the June 2023 Board Meeting.

We are renewing our Quality County California (QCC) and Quality Counts California Workforce pathways grants (QCCWFP). We are busy applying for these funds, as these grants support family childcare providers, providers in Infant/Toddler center-based care, and center-based preschool teaching staff with coaching, professional development, professional growth support and incentives.

**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES
March 23, 2023, at 9:30 am - 10:30 am
1280 Santa Anita Court Suite 140 Woodland CA 95776**

Council Members Present:

Alysia Damián
Alondra Duenas
Maria Hernandez
Lorena Leon Vargas
Maria Llamas
Johanna Lopez Chavez
Kati Ojeda Cruz
Krystina Graham

YCOE Administration:

Garth Lewis, Superintendent

Community Members Present:

YCOE Staff:

Shannon McClarin, Director ECE
Katrina Hopkins, Program Administrator
Marco Raya, Interpreter
Maria Cardenas, Administrative Sec.
Sonya Martinez, Sr. Bus. Service Tech.
Vanessa Lopez, Secretary HS/EHS
Gustavo Melgoza, Health Service Manager
Claudia Grimaldi, Accountant IFS
Nicole Castrejon, FSSA Manager
Sonya Martinez, Sr. Bus. Svcs. Tech.
Jade Meihl, Education Service Manager
Naomi Gonzalez, Disability/Mental Health
Manager

AFSCME Council 57:

Action

1.0 Call to Order – 9:43 A.M.

2.0 Introductions/Recognition of Visitors

3.0 Consent Agenda:

These items are expected to be routine and non-controversial. They will be acted upon by the Policy Council at one time without discussion unless a Policy Council member or citizen requests that an item(s) be removed for discussion and separate consideration. In that case, the designated item(s) will be considered following approval of the remaining items.

Action

3.1 Approval – March 23, 2023, Agenda

M1: Johanna Lopez Chavez

M2: Krystina Graham

3.2 Approval – February 23, 2023, Minutes

M1: Maria Hernandez

M2: Lorena Leon Vargas

Action

4.0 Public Comment: None

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: None

5.2 Employment of Substitutes: None

5.3 Employment of Various Service Providers: None

**Open Session
Information,
Discussion &
Possible Action**

6.0 Financial Reports: - Sonya Martinez

6.1 Monthly Financial Report

Sonya reported on the financials for the month of February 2023.

6.2 Monthly Financial Report Carry Over

Sonya reported on the financial carryover for the month of February 2023.

**Discussion &
Possible Action**

7.0 Open Session:

7.1 Old Business: None

7.2 New Business:

7.2.1 2023-2024 Grant Application Approval – Shannon McClarin

M1: Krystina Graham

M2: Johanna Lopez Chavez

7.2.2 Approval 2023-2024 COLA and QI – Shannon McClarin

M1: Maria Hernandez

M2: Lorena Leon Vargas

7.2.3 Self-Assessment Monitoring Report – Gustavo Melgoza

Gustavo went over the power point explaining the Self-Assessment Results.

Information

8.0 Program Operations: Service Area Reports

8.1 Program Director/ECE – Shannon McClarin

Alysia Damian asked about the associate teachers' openings. If there is a plan in place to hire. Shannon and Gustavo shared that there is a plan and currently working with the agencies to help us while we hire new teachers. The sites that are currently fully staffed are Winters, Prairie, Montgomery, and Esparto. Shannon shared that calendars are being looked at to coordinate teacher pre-service and in-service and be prepared for the new school year. Shannon shared that the management team is now fully staffed and planning weekly to support all sites. Shannon shared some of our teacher recruitment strategies, including our student intern programs.

8.2 Program Administrator HS/EHS – Katrina Hopkins

8.3 Family Support Services Manager – Nicole Castrejon

8.4 Health Services Manager – Gustavo Melgoza

8.5 Education Services Manager – Jade Meihl

8.6 Disabilities/Mental Health Manager – Naomi Gonzalez

8.7 Site Coordinator/Home Base – Connie Luna

8.8 Site Coordinator – Jacqueline Tam

8.9 Site Coordinator – Sandra Hernandez

8.10 Site Coordinator – Silvia Meza-Lara

Discussion **9.0 Program Reports**

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 inquired about volunteering in the classrooms and what is it needed to do so. Gustavo mentioned that at this time there are still no volunteering in the classrooms but when allowed, parents need to follow the requirements to do so.

Johanna Lopez Chavez mentioned that she is happy with the way the teachers encourage the children and are very nice.

9.1.4 Home Base EHS Representative – None

9.1.5 Greengate Center HS Representative –

Maria Hernandez shared that the children are enjoying playing outside when the weather is beautiful and that sometimes the children do not want to go back inside the classroom, but teacher encourages to do so. She also asked why children play outside when the weather is cold outside. Gustavo shared that we follow the healthy guidelines for the program on playtime outside for children.

Maria Llamas shared she likes the teacher being nice.

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-

Alysia Damian shared that everything is going good in school.

9.1.10 Wolfskill Center HS Representative-None

9.1.11 Woodland Central Center – None

Action **10.0 Confirmation Next Meeting Date** *April 26, 2023, at 9:30 AM*

M1: Maria Hernandez M2: Maria Llamas

Action **11.0 Motion for Adjournment: 10:40 A.M.**

M1: Maria Llamas M2: Maria Hernandez

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**

Executive Summary
2022/2023 Fiscal Year
March 2023

HEAD START & QUALITY IMPROVEMENT/PROGRAMA HEAD START			
Resource 5210 & 5219/Recurso 5210 & 5219			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	3,340,847.00
Expenditures/Gastos:			
Salaries/Salarios	\$ 126,432.75	\$	1,056,335.58
Benefits/Beneficios	\$ 51,266.98	\$	433,417.70
Supplies/Provisiones	\$ 7,812.67	\$	43,315.74
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	213.11
Site Supplies/Articulos de oficina para el centro	\$ 7,812.67	\$	43,102.63
Contracted Services/Servicios Contratados	\$ 6,993.37	\$	110,755.83
Operations/Gastos de Operacion	\$ 27,526.95	\$	210,614.12
Building/Land Improvements	\$ 4,850.00	\$	4,850.00
Indirect Costs/Castos Indirectos	\$ 73,685.58	\$	200,230.62
Cafeteria Fund/transerencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 298,568.30	\$	2,059,519.59

EARLY HEAD START & QUALITY IMPROVEMENT/PROGRAMA EARLY HEAD START			
Resource 5212 & 5229/Recurso 5212 & 5229			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	1,264,535.00
Expenditures/Gastos:			
Salaries/Salarios	\$ 43,811.83	\$	389,634.31
Benefits/Beneficios	\$ 17,586.62	\$	155,059.15
Supplies/Provisiones	\$ 3,906.70	\$	21,017.62
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	46.73
Site Supplies/Articulos de oficina para el centro	\$ 3,906.70	\$	20,970.89
Contracted Services/Servicios Contratados	\$ 3,472.68	\$	72,816.70
Operations/Gastos de Operacion	\$ 4,853.46	\$	41,692.99
Building/Land Improvements	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ 24,772.82	\$	73,960.24
Cafeteria Fund/transerencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 98,404.11	\$	754,181.01

HEAD START T&TA/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$	34,913.00
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ 210.26	\$	2,001.04
<i>Parent Activities/Actividades de los padres</i>	\$ 210.26	\$	275.95
Site Supplies/Articulos de oficina para el centro	\$ -	\$	1,725.09
Contracted Services/Servicios Contratados	\$ 1,100.00	\$	5,411.58
Operations/Gastos de Operacion	\$ -	\$	8,854.30
Indirect Costs/Castos Indirectos	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 1,310.26	\$	16,266.92

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	\$ 78.57	\$	1,515.17
<i>Parent Activities/Actividades de los padres</i>	\$ 78.57	\$	100.46
Site Supplies/Articulos de oficina para el centro	\$ -	\$	1,414.71
Contracted Services/Servicios Contratados	\$ 700.00	\$	3,684.24
Operations/Gastos de Operacion	\$ 348.00	\$	8,160.72
Indirect Costs/Castos Indirectos	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 1,126.57	\$	13,360.13

Credit Cards	Monthly Expense
Visa	\$ 5,283.23
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ -
Interstate Oil	\$ 331.89
Total Credit Cards	\$ 5,615.12

Calculation of In-Kind Contributions				Administrative Percent Calculation	
	Dollars Expended				
	Year-To-Date	In-Kind Required			
Head Start	\$ 2,059,519.59	\$ 514,879.90	Maximum Percent Allowed		15%
HS T & TA	\$ 16,266.92	\$ 4,066.73	Calculated Percent for the Month		12%
Early HS	\$ 754,181.01	\$ 188,545.25	Annual Percentage		13%
EHS T & TA	\$ 13,360.13	\$ 3,340.03			
Total	\$ 2,843,327.65	\$ 710,831.91			
	Amount Required:	\$ 710,831.91			
	Actual In-Kind:	\$ 901,203.26			
	*Surplus/(Deficit):	\$ 190,371.35			
If deficit: will be returned to Federal Government from unrestricted dollars					

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

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	\$ 3,340,847	\$ 298,568	\$ 2,059,520	\$ 722,902	\$ 558,426	61.65%	21.64%	16.72%
Early Head Start/Quality Improvement	\$ 1,264,535	\$ 98,404	\$ 754,181	\$ 219,137	\$ 291,217	59.64%	17.33%	23.03%
Head Start Supp American Rescue Plan	\$ 123,210	\$ 20,278	\$ 35,361	\$ 102,083	\$ (14,234)	28.70%	82.85%	-11.55%
Head Start Non-Competing New	\$ 100,825	\$ 4,763	\$ 62,092	\$ 33,165	\$ 5,568	61.58%	32.89%	5.52%
Head Start T&TA	\$ 34,913	\$ 1,310	\$ 16,267	\$ 16,822	\$ 1,824	46.59%	48.18%	5.22%
Early Head Start T&TA	\$ 25,983	\$ 1,127	\$ 13,360	\$ 12,176	\$ 447	51.42%	46.86%	1.72%
Total Grant	\$ 4,890,313	\$ 424,451	\$ 2,940,781	\$ 1,106,284	\$ 843,249	60.13%	22.62%	17.24%

Credit Cards	Monthly Expense
Visa	\$ 5,283.23
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ -
Interstate Oil	\$ 331.89
Total Credit Card Expense	\$ 5,615.12

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

Calculation of In-Kind Contributions		
	Dollars Expended Year-To-Date	In-Kind Required
Head Start & Quality Improvement:	\$ 2,059,519.59	\$ 514,879.90
Head Start T & TA:	\$ 16,266.92	\$ 4,066.73
Early Head Start & Quality Improvement:	\$ 754,181.01	\$ 188,545.25
Early Head Start T & TA:	\$ 13,360.13	\$ 3,340.03
Total	\$ 2,843,327.65	\$ 710,831.91
	Amount Required:	\$ 710,831.91
	Actual In-Kind:	\$ 901,203.26
	*Surplus/(Deficit):	\$ 190,371.35
If deficit: will be returned to Federal Government from unrestricted dollars		

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

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	1,264,535	0	1,264,535	0	497,208	0	767,327	60.68%	
Prior Year	0	0	0	0	0	0	0	#DIV/0!	
COLA	0	0	0	0	0	0	0		
Total Revenues	1,264,535	0	1,264,535	0	497,208	0	767,327	60.68%	
Expenditures									
Salaries	538,740	0	538,740	43,812	389,634	122,748	26,358	4.89%	
Benefits	231,941	0	231,941	17,587	155,059	51,477	25,405	10.95%	
Supplies	85,340	0	85,340	3,907	21,018	29,250	35,073	41.10%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	751	0	751	0	47	924	(220)	-29.26%	
<i>Site Supplies</i>	84,589	0	84,589	3,907	20,971	28,326	35,293	41.72%	
Travel & Conference	6,668	0	6,668	429	3,238	240	3,190	47.84%	
Dues & Memberships	3,212	0	3,212	0	554	0	2,658	82.76%	
Insurance	3,051	0	3,051	0	0	0	3,051	100.00%	
Operations and Housekeeping	425	0	425	71	309	115	2	0.35%	
Rentals, Leases, Repairs & Noncapitalized Improvements	231	0	231	7	145	84	2	0.92%	
Direct Costs for Transfer of Services	54,887	0	54,887	4,346	37,448	0	17,439	31.77%	
Professional/Contracted Services & Operating Expenditures	171,136	0	171,136	3,473	72,817	15,109	83,210	48.62%	
Intergovernmental Fees	2,414	0	2,414	0	0	115	2,299	95.24%	
Indirect Costs	120,309	0	120,309	24,773	73,960	0	46,349	38.52%	
Equipment	46,181	0	46,181	0	0	0	46,181	100.00%	
Total Expenditures	1,264,535	0	1,264,535	98,404	754,181	219,137	291,217	23.03%	

Executive Summary
2022/2023 Fiscal Year
Marzo 2023
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	1,264,535	0	1,264,535	0	497,208	0	767,327	60.68%
	0	0	0	0	0	0	0	#DIV/0!
	0	0	0	0	0	0	0	
Total de Ingresos	1,264,535	0	1,264,535	0	497,208	0	767,327	60.68%
Gastos:								
Salarios	538,740	0	538,740	43,812	389,634	122,748	26,358	4.89%
Beneficios	231,941	0	231,941	17,587	155,059	51,477	25,405	10.95%
Provisiones	85,340	0	85,340	3,907	21,018	29,250	35,073	41.10%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	751	0	751	0	47	924	(220)	-29.26%
<i>Articulos de oficina para el centro</i>	84,589	0	84,589	3,907	20,971	28,326	35,293	41.72%
Viaje y Conferencia	6,668	0	6,668	429	3,238	240	3,190	48%
Cuotas y Membresías	3,212	0	3,212	0	554	0	2,658	83%
Seguro	3,051	0	3,051	0	0	0	3,051	100%
Operations and Housekeeping	425	0	425	71	309	115	2	0%
Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	231	0	231	7	145	84	2	1%
Costos Directos para Transferencias de Servicios	54,887	0	54,887	4,346	37,448	0	17,439	32%
Servicios Profesionales/Contratados y Gastos de	171,136	0	171,136	3,473	72,817	15,109	83,210	49%
Cuotas Intergubernamentales	2,414	0	2,414	0	0	115	2,299	95%
Gastos Indirectos	120,309	0	120,309	24,773	73,960	0	46,349	39%
Equipment	46,181	0	46,181	0	0	0	46,181	100%
Total de Gastos	1,264,535	0	1,264,535	98,404	754,181	219,137	291,217	23%

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

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received				% %	
				Current	Year-to-date	Encumbered	Balance		
Revenues									
All Other Federal	34,913	0	34,913	0	12,172	0	22,741	65.14%	
COLA	0	0	0	0	0	0	0		
Total Revenues	34,913	0	34,913	0	12,172	0	22,741	65.14%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	2,875	0	2,875	210	2,001	870	4	0.13%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	456	0	456	210	276	179	1	0.27%	
<i>Site Supplies</i>	2,419	0	2,419	0	1,725	691	3	0.11%	
Travel & Conference	18,985	0	18,985	0	8,854	8,311	1,820	9.58%	
Contracted Services	13,053	0	13,053	1,100	5,412	7,641	1	0.01%	
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!	
Total Expenditures	34,913	0	34,913	1,310	16,267	16,822	1,824	5.22%	

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

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		34,913	0	34,913	0	12,172	0	22,741	65%
COLA		0	0	0	0	0	0	0	0%
Total de Ingresos		34,913	0	34,913	0	12,172	0	22,741	65%
Gastos:									
Salarios		0	0	0	0	0	0	0	0%
Beneficios		0	0	0	0	0	0	0	0%
Provisiones		2,875	0	2,875	210	2,001	870	4	0%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		456	0	456	210	276	179	1	0%
<i>Artículos de oficina para el centro</i>		2,419	0	2,419	0	1,725	691	3	0%
Viaje y Conferencia		18,985	0	18,985	0	8,854	8,311	1,820	10%
Servicios Contratados		13,053	0	13,053	1,100	5,412	7,641	1	0%
Gastos Indirectos		0	0	0	0	0	0	0	#DIV/0!
Total de Gastos		34,913	0	34,913	1,310	16,267	16,822	1,824	5%

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

HEAD START & QUALITY IMPROVEMENT

Resource 5210 HS & Quality Improvement RS 5219

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	3,340,847	0	3,340,847	0	1,282,487	0	2,058,360	61.61%	
Indirect	0	0	0	0	0	0	0	0.00%	
COLA	0	0	0	0	0	0	0	0.00%	
Total Revenues	3,340,847	0	3,340,847	0	1,282,487	0	2,058,360	61.61%	
Expenditures:									
Salaries	1,494,822	0	1,494,822	126,433	1,056,336	361,818	76,669	5.13%	
Benefits	673,051	0	673,051	51,267	433,418	158,081	81,552	12.12%	
Supplies	76,776	0	76,776	7,813	43,316	49,736	(16,275)	-21.20%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	2,251	0	2,251	0	213	3,071	(1,034)	-45.92%	
<i>Site Supplies</i>	74,525	0	74,525	7,813	43,103	46,664	(15,242)	-20.45%	
Travel & Conference	12,835	0	12,835	910	6,650	309	5,876	45.78%	
Dues & Memberships	9,773	0	9,773	0	1,678	0	8,095	82.83%	
Insurance	0	0	0	0	0	0	0	#DIV/0!	
Operations & Housekeeping	1,745	0	1,745	293	1,264	471	10	0.58%	
Rentals, Leases, Repairs & Noncapitalized									
Improvements	921	0	921	30	503	412	6	0.60%	
Direct Costs for Transfer of Services	260,438	0	260,438	26,183	199,193	0	61,245	23.52%	
Professional/Contracted Services & Operating									
Expenditures	314,980	0	314,980	6,993	110,756	128,228	75,996	24.13%	
Intergovernmental Fees	3,862	0	3,862	111	1,327	911	1,623	42.04%	
Equipment	177,765	0	177,765	4,850	4,850	22,936	149,979	84.37%	
Indirect Costs	313,879	0	313,879	73,686	200,231	0	113,648	36.21%	
Improvements	0	0	0	0	0	0	0	#DIV/0!	
Total Expenditures	3,340,847	0	3,340,847	298,568	2,059,520	722,902	558,426	16.72%	

**Executive Summary
2022/2023 Fiscal Year
Marzo 2023
PROGRAMA HEAD START**

Recurso 5210		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Gastado/Recibido Sobrecargado	Balance	%
	CATEGORÍA								%
Ingresos:									
	Todos los otros Federales	3,340,847	0	3,340,847	0	1,282,487	0	2,058,360	62%
	COLA	0	0	0	0	0	0	0	0%
	Total Revenues/Total de Ingresos	3,340,847	0	3,340,847	0	1,282,487	0	2,058,360	62%
Gastos:									
	Salarios	1,494,822	0	1,494,822	126,433	1,056,336	361,818	76,669	5%
	Beneficios	673,051	0	673,051	51,267	433,418	158,081	81,552	12%
	Provisiones	76,776	0	76,776	7,813	43,316	49,736	(16,275)	-21%
	<i>Articulos para las actividades de los padres y comida para las juntas</i>	2,251	0	2,251	0	213	3,071	(1,034)	-46%
	<i>Articulos de oficina para el centro</i>	74,525	0	74,525	7,813	43,103	46,664	(15,242)	-20%
	Viaje y Conferencia	12,835	0	12,835	910	6,650	309	5,876	46%
	Cuotas y Membresías	9,773	0	9,773	0	1,678	0	8,095	83%
	Seguro	0	0	0	0	0	0	0	#DIV/0!
		1,745	0	1,745	293	1,264	471	10	1%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	921	0	921	30	503	412	6	1%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	260,438	0	260,438	26,183	199,193	0	61,245	24%
	Operación	314,980	0	314,980	6,993	110,756	128,228	75,996	24%
	Cuotas Intergubernamentales	3,862	0	3,862	111	1,327	911	1,623	42%
	Mejoras a los Terrenos	177,765	0	177,765	4,850	4,850	22,936	149,979	84%
	Gastos Indirectos	313,879	0	313,879	73,686	200,231	0	113,648	36%
	transferencia al fondo del café	0	0	0	0	0	0	0	#DIV/0!
									0%
	Total de Gastos	3,340,847	0	3,340,847	298,568	2,059,520	722,902	558,426	17%

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

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	25,983	0	25,983	0	9,625	0	16,358	62.95%	
Total Revenues	25,983	0	25,983	0	9,625	0	16,358	62.95%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	1,863	0	1,863	79	1,515	347	1	0.06%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	261	0	261	79	100	160	1	0.35%	
<i>Site Supplies</i>	1,602	0	1,602	0	1,415	187	0	0.02%	
Travel & Conference	18,170	0	18,170	348	8,161	9,564	445	2.45%	
Contracted Services	5,950	0	5,950	700	3,684	2,265	1	0.02%	
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!	
Total Expenditures	25,983	0	25,983	1,127	13,360	12,176	447	1.72%	

a

Executive Summary
2022/2023 Fiscal Year
Marzo 2023
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	9,625	0	16,358	63%
Total de Ingresos	25,983	0	25,983	0	9,625	0	16,358	63%
Gastos:								
Salarios	0	0	0	0	0	0	0	0%
Beneficios	0	0	0	0	0	0	0	0%
Provisiones	1,863	0	1,863	79	1,515	347	1	0%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	261	0	261	79	100	160	1	0%
<i>Articulos de oficina para el centro</i>	1,602	0	1,602	0	1,415	187	0	0%
Viaje y Conferencia	18,170	0	18,170	348	8,161	9,564	445	2%
Servicios Contratados	5,950	0	5,950	700	3,684	2,265	1	0%
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	1,127	13,360	12,176	447	2%

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

HEAD START SUPP AMERICAN RESCUE PLAN

Resource 5246

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received					%
				Current	Year-to-date	Encumbered	Balance		
Revenues									
All Other Federal	123,210	0	123,210	0	0	0	123,210	100.00%	
All other Fed Rev Carryover				0	0	0	0		
Total Revenues	123,210	0	123,210	0	0	0	123,210	100.00%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	84,354	0	84,354	16,112	31,195	62,333	(9,173)	-10.87%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!	
<i>Site Supplies</i>	84,354	0	84,354	16,112	31,195	62,333	(9,173)	-10.87%	
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	29,545	0	29,545	673	673	39,750	(10,878)	-36.82%	
Building & Improvements	0	0	0	0	0	0	0	#DIV/0!	
Other Transfers & Indirect Total	9,311	0	9,311	3,493	3,493	0	5,818	62.49%	
				0					
Total Expenditures	123,210	0	123,210	20,278	35,361	102,083	(14,234)	-11.55%	

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

HEAD START NON-COMPETING NEW

Resource 5256

CATEGORY	Budget	Adjustment	Revised Budget	Expended/Received					%
				Current	Year-to-date	Encumbered	Balance		
Revenues									
All Other Federal	100,825	0	100,825	0	35,063	0	65,762	65.22%	
All other Fed Rev Carryover	0	0	0	0	0	0	0		
Total Revenues	100,825	0	100,825	0	35,063	0	65,762	65.22%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	22,465	0	22,465	0	22,465	0	0	0.00%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!	
<i>Site Supplies</i>	22,465	0	22,465	0	22,465	0	0	0.00%	
Travel & Conference	0	0	0	0	0	0	0	#DIV/0!	
Rentals, Leases, Repairs & Noncapitalized Improvements									
Contracted Services	42,052	0	42,052	(13,796)	17,605	10,510	13,937	33.14%	
Other Transfers & Indirect Costs	9,959	0	9,959	928	4,392	0	5,567	55.90%	
Equipment	26,349		26,349	17,631	17,631	22,655	(13,937)		
Total Expenditures	100,825	0	100,825	4,763	62,092	33,165	5,568	5.52%	

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

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

MANAGER	VISA
Shannon McClarin	
Travel/Conference	\$ -
Center Supplies	\$ 3,014.66
TOTAL	\$ 3,014.66
Gustavo Melgoza	
Travel/Conference	\$ -
Center Supplies	\$ 431.88
TOTAL	\$ 431.88
Katrina Hopkins	
Travel/Conference	\$ -
Center Supplies	\$ 1,794.25
TOTAL	\$ 1,794.25
Jade Meihl	
Travel/Conference	\$ -
Center Supplies	\$ (81.06)
TOTAL	\$ (81.06)
Naomi Gonzalez	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Connie Luna	
Travel/Conference	\$ -
Center Supplies	\$ -
TOTAL	\$ -
Nicole Castrejon	
Travel/Conference	\$ -
Center Supplies	\$ 123.50
TOTAL	\$ 123.50
VISA Grand Total	\$ 5,283.23
Nugget/Food4Less	\$ -
InterState Oil	\$ 331.89
TOTAL MONTHLY EXPENDITURES:	\$ 5,615.12

**Credit card statements available upon request

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

**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	\$ 3,014.66
	\$ 3,014.66
Shannon McClarin	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ 431.88
Total	\$ 431.88
Genet Telahun	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ 1,794.25
Total	\$ 1,794.25
Amee Dowkes	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ (81.06)
Total	\$ (81.06)
Gustavo Melgoza	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ -
Total	\$ -
Connie Luna	
Viaje/conferencia	\$ -
Articulos para oficina	\$ -
Total	\$ -
Nicole Castrejon	
Viaje/conferencia	\$ -
Articulos para oficina	\$ 123.50
Total	\$ 123.50
VISA Grand Total	\$ 5,283.23
NUGGET/FOOD 4 LESS	\$ -
INTERSTATE OIL	\$ 331.89

Total de Gastos Mensuales: \$ 5,615.12 ***

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

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

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	\$ 32,137.79	\$ 422.45

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 426,623.64	All Grants
Required 20 percent NFS	\$ 106,655.91	Non Federal Share
Total Approved Costs	\$ 533,279.55	
15% Administrative Cost Limitation	<u>\$ 79,991.93</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 422.45	Per Above Calculation in step 1
School Admin	\$ 20,992.66	Staff charged to Administration
General Admin	\$ 28,077.73	Indirect
Total	<u>\$ 49,492.84</u>	

Grant Expenditures	\$ 301,263.19
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 301,263.19</u>

Currently Charged Admin Costs	\$ 49,492.84
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 49,492.84</u>

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

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 9%

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

HEAD START/EARLY HEAD START

Month	Year	Location									Grand Total	
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Montgomery	Prairie/Plainfield	WCC/Winters	Greengate		
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	\$ 246,597.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 246,597.00
November	2022	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
December	2022	\$ 227,666.07	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,666.07
January	2023	\$ 15,984.00	\$ 7,326.57	\$ -	\$ -	\$ 876.30	\$ 3,516.75	\$ 1,816.51	\$ 1,276.25	\$ 520.84	\$ -	\$ 31,317.22
February	2023	\$ 18,107.53	\$ 11,404.20	\$ -	\$ 1,277.13	\$ 795.34	\$ 3,585.69	\$ 2,614.04	\$ 1,521.95	\$ 1,620.38	\$ -	\$ 40,926.26
March	2023	\$ 221,807.92	\$ 9,905.05	\$ -	\$ 938.27	\$ 639.33	\$ 2,529.38	\$ 1,852.09	\$ 2,554.91	\$ 2,581.76	\$ -	\$ 242,808.71
April	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
May	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
June	2023	\$ 15,984.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,984.00
		\$ 842,050.52	\$ 28,635.82	\$ -	\$ 2,215.40	\$ 2,310.97	\$ 9,631.82	\$ 6,282.64	\$ 5,353.11	\$ 4,722.98	\$ -	\$ 901,203.26

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of 3/31/23	In-Kind Required
Head Start & Quality Improvement:	2,059,519.59	514,879.90
Head Start T & TA:	16,266.92	4,066.73
Early Head Start & Quality Improvement:	754,181.01	188,545.25
Early Head Start T & TA:	13,360.13	3,340.03
Total:	2,843,327.65	710,831.91

Amount Required: 710,831.91
Actual In-Kind: 901,203.26

***Surplus/(Deficit): 190,371.35**

Surplus(Deficit): 190,371.35

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

Executive Summary
2022/2023 Fiscal Year
March 2023

CARRY OVER HEAD START & QUALITY IMPROVEMENT/PROGRAMA HEAD START			
Resource 5210 & 5219/Recurso 5210 & 5219			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:			\$ 173,108.00
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$ -	
Benefits/Beneficios	\$ -	\$ -	
Supplies/Provisiones	\$ -	\$ 5,976.76	
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$ -	
Site Supplies/Articulos de oficina para el centro	\$ -	\$ 5,976.76	
Contracted Services/Servicios Contratados	\$ -	\$ -	
Operations/Gastos de Operacion	\$ -	\$ -	
Building/Land Improvements	\$ 4,850.00	\$ 4,850.00	
Indirect Costs/Castos Indirectos	\$ 694.40	\$ 694.40	
Cafeteria Fund/transerencia al fondo del café	\$ -	\$ -	
Total Expenditures/Total de Gastos	\$ 5,544.40	\$ 11,521.16	

CARRY OVER EARLY HEAD START & QUALITY IMPROVEMENT/PROGRAMA EARLY HEAD START			
Resource 5212 & 5229/Recurso 5212 & 5229			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:			\$ 46,520.00
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$ -	
Benefits/Beneficios	\$ -	\$ -	
Supplies/Provisiones	\$ -	\$ 1,588.76	
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$ -	
Site Supplies/Articulos de oficina para el centro	\$ -	\$ 1,588.76	
Contracted Services/Servicios Contratados	\$ -	\$ -	
Operations/Gastos de Operacion	\$ -	\$ -	
Building/Land Improvements	\$ 174.13	\$ 174.13	
Indirect Costs/Castos Indirectos	\$ -	\$ -	
Cafeteria Fund/transerencia al fondo del café	\$ -	\$ -	
Total Expenditures/Total de Gastos	\$ 174.13	\$ 1,762.89	

CARRY OVER HEAD START T&TA/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:			\$ 359.00
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$ -	
Benefits/Beneficios	\$ -	\$ -	
Supplies/Provisiones	\$ -	\$ -	
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$ -	
Site Supplies/Articulos de oficina para el centro	\$ -	\$ -	
Contracted Services/Servicios Contratados	\$ -	\$ -	
Operations/Gastos de Operacion	\$ -	\$ -	
Indirect Costs/Castos Indirectos	\$ -	\$ -	
Total Expenditures/Total de Gastos	\$ -	\$ -	

CARRY OVER EARLY HEAD START T&TA/PROGRAMA EARLY HEAD START T & TA			
Resource 5218/Recurso 5218			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:			\$ -
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$ -	
Benefits/Beneficios	\$ -	\$ -	
Supplies/Provisiones	\$ -	\$ -	
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$ -	
Site Supplies/Articulos de oficina para el centro	\$ -	\$ -	
Contracted Services/Servicios Contratados	\$ -	\$ -	
Operations/Gastos de Operacion	\$ -	\$ -	
Indirect Costs/Castos Indirectos	\$ -	\$ -	
Total Expenditures/Total de Gastos	\$ -	\$ -	

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

Program	Working Budget	Current Expenditures	Year-To-Date Expenditures	Encumbered	Balance	% of Budget Spent	% of Budget Encumbered	Unspent or Not Obligated
<u>CARRY OVER FUNDS:</u>								
Head Start/Quality Improvement	\$ 173,108	\$ 5,544	\$ 11,880	\$ 14,405	\$ 146,823	6.86%	8.32%	84.82%
Early Head Start/Quality Improvement	\$ 46,520	\$ 174	\$ 1,763	\$ -	\$ 44,757	3.79%	0.00%	96.21%
Head Start COVID-19	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!
Early Head Start COVID-19	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!
Head Start T&TA	\$ 359	\$ -	\$ -	\$ -	\$ 359	0.00%	0.00%	100.00%
Early Head Start T&TA	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!
Total Grant	\$ 219,987	\$ 5,719	\$ 13,643	\$ 14,405	\$ 191,939	6.20%	6.55%	87.25%

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

Early Head Start & Quality Improvement

CARRY OVER FUNDS:

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	46,520	0	46,520	0	0	0	46,520	100.00%
Prior Year		0	0	0	0	0	0	#DIV/0!
COLA	0	0	0	0	0	0	0	
Total Revenues	46,520	0	46,520	0	0	0	46,520	100.00%
Expenditures								
Salaries	0	0	0	0	0	0	0	#DIV/0!
Benefits	0	0	0	0	0	0	0	#DIV/0!
Supplies	1,589	0	1,589	0	1,589	0	0	0.02%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	1,589	0	1,589	0	1,589	0	0	0.02%
Travel & Conference	0	0	0	0	0	0	0	#DIV/0!
Dues & Memberships	0	0	0	0	0	0	0	#DIV/0!
Insurance	0	0	0	0	0	0	0	#DIV/0!
Operations and Housekeeping	0	0	0	0	0	0	0	#DIV/0!
Rentals, Leases, Repairs & Noncapitalized								
Improvements	0	0	0	0	0	0	0	#DIV/0!
Direct Costs for Transfer of Services	0	0	0	0	0	0	0	#DIV/0!
Professional/Contracted Services & Operating								
Expenditures	0	0	0	0	0	0	0	#DIV/0!
Intergovernmental Fees	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	0	0	0	174	174	0	(174)	#DIV/0!
Equipment	44,931	0	44,931	0	0	0	44,931	100.00%
Total Expenditures	46,520	0	46,520	174	1,763	0	44,757	96.21%

Executive Summary
2022/2023 Fiscal Year
March 2023
PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2022/23

CARRY OVER FUNDS:

Recurso 5212 & 5229

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	obrecargar		
Ingresos:								
Todos los otros Federales	46,520	0	46,520	0	0	0	46,520	100.00%
	0	0	0	0	0	0	0	#DIV/0!
	0	0	0	0	0	0	0	#DIV/0!
Total de Ingresos	46,520	0	46,520	0	0	0	46,520	100.00%
Gastos:								
Salarios	0	0	0	0	0	0	0	#DIV/0!
Beneficios	0	0	0	0	0	0	0	#DIV/0!
Provisiones	1,589	0	1,589	0	1,589	0	0	0.02%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	0	0	0	0	0	0	0	#DIV/0!
<i>Articulos de oficina para el centro</i>	1,589	0	1,589	0	1,589	0	0	0.02%
Viaje y Conferencia	0	0	0	0	0	0	0	#DIV/0!
Cuotas y Membresías	0	0	0	0	0	0	0	#DIV/0!
Seguro	0	0	0	0	0	0	0	#DIV/0!
Operations and Housekeeping	0	0	0	0	0	0	0	#DIV/0!
Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	0	0	0	0	0	0	0	#DIV/0!
Costos Directos para Transferencias de Servicios	0	0	0	0	0	0	0	#DIV/0!
Servicios Profesionales/Contratados y Gastos de	0	0	0	0	0	0	0	#DIV/0!
Cuotas Intergubernamentales	0	0	0	0	0	0	0	#DIV/0!
Gastos Indirectos	0	0	0	174	174	0	(174)	#DIV/0!
Improvements	44,931	0	44,931	0	0	0	44,931	100.00%
Total de Gastos	46,520	0	46,520	174	1,763	0	44,757	96.21%

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

CARRY OVER FUNDS:
 Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	359	0	359	0	0	0	0	359	100.00%
COLA	0	0	0	0	0	0	0	0	
Total Revenues	359	0	359	0	0	0	0	359	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	0	0	0	0	0	0	0	0	#DIV/0!
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	0	0	0	0	0	0	0	0	#DIV/0!
Travel & Conference	359	0	359	0	0	0	0	359	100.00%
Contracted Services	0	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	0	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	359	0	359	0	0	0	0	359	100.00%

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

CARRY OVER FUNDS:

Recurso 5208

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	Sobrecargado		
Ingresos:								
Todos los otros Federales	359	0	359	0	0	0	359	100.00%
COLA	0	0	0	0	0	0	0	
Total de Ingresos	359	0	359	0	0	0	359	100.00%
Gastos:								
Salarios	0	0	0	0	0	0	0	0.00%
Beneficios	0	0	0	0	0	0	0	0.00%
Provisiones	0	0	0	0	0	0	0	#DIV/0!
<i>Articulos para las actividades de los padres y comida para las juntas</i>	0	0	0	0	0	0	0	#DIV/0!
<i>Articulos de oficina para el centro</i>	0	0	0	0	0	0	0	#DIV/0!
Viaje y Conferencia	359	0	359	0	0	0	359	
Servicios Contratados	0	0	0	0	0	0	0	#DIV/0!
Gastos Indirectos	0	0	0	0	0	0	0	0.00%
Total de Gastos	359	0	359	0	0	0	359	100.00%

Executive Summary
2022/2023 Fiscal Year
March 2023
HEAD START & QUALITY IMPROVEMENT

CARRY OVER FUNDS:

Resource 5210 HS & Quality Improvement RS 5219

CATEGORY	Budget	Adjustment	Revised Budget	Current	Year-to-date	Expended/Received		Balance	%
						Encumbered			%
Revenues									
All Other Federal	173,108	0	173,108	0	0	0	0	173,108	100.00%
Indirect		0	0	0	0	0	0	0	0.00%
COLA	0	0	0	0	0	0	0	0	0.00%
Total Revenues	173,108	0	173,108	0	0	0	0	173,108	100.00%
Expenditures:									
Salaries	0	0	0	0	0	0	0	0	#DIV/0!
Benefits	0	0	0	0	0	0	0	0	#DIV/0!
Supplies	5,977	0	5,977	0	5,977	0	0	0	0.00%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	5,977	0	5,977	0	5,977	0	0	0	0.00%
Travel & Conference	359	0	359	0	359	0	0	0	0.00%
Dues & Memberships	0	0	0	0	0	0	0	0	#DIV/0!
Insurance	0	0	0	0	0	0	0	0	#DIV/0!
Operations & Housekeeping	0	0	0	0	0	0	0	0	#DIV/0!
Rentals, Leases, Repairs & Noncapitalized									
Improvements	0	0	0	0	0	0	0	0	#DIV/0!
Direct Costs for Transfer of Services	0	0	0	0	0	0	0	0	#DIV/0!
Professional/Contracted Services &									
Operating Expenditures	0	0	0	0	0	0	0	0	#DIV/0!
Intergovernmental Fees	0	0	0	0	0	0	0	0	#DIV/0!
Equipment	165,784	0	165,784	4,850	4,850	14,405	146,529	88.39%	
Indirect Costs	988	0	988	694	694	0	294	29.72%	
Improvements	0	0	0	0	0	0	0	#DIV/0!	
Total Expenditures	173,108	0	173,108	5,544	11,880	14,405	146,823	84.82%	

Executive Summary
2022/2023 Fiscal Year
March 2023
PROGRAMA HEAD START

CARRY OVER FUNDS:

Recurso 5210

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	sobrecargado		
Ingresos:								
Todos los otros Federales	173,108	0	173,108	0	0	0	173,108	100.00%
COLA	0	0	0	0	0	0	0	#DIV/0!
Total Revenues/Total de Ingresos	173,108	0	173,108	0	0	0	173,108	
Gastos:								
Salarios	0	0	0	0	0	0	0	#DIV/0!
Beneficios	0	0	0	0	0	0	0	#DIV/0!
Provisiones	5,977	0	5,977	0	5,977	0	0	0.00%
<i>Articulos para las actividades de los padres y comida para las juntas</i>	0	0	0	0	0	0	0	0.00%
<i>Articulos de oficina para el centro</i>	5,977	0	5,977	0	5,977	0	0	0.00%
Viaje y Conferencia	359	0	359	0	359	0	0	0.00%
Cuotas y Membresías	0	0	0	0	0	0	0	#DIV/0!
Seguro	0	0	0	0	0	0	0	#DIV/0!
Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	0	0	0	0	0	0	0	#DIV/0!
Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	0	0	0	0	0	0	0	#DIV/0!
Cuotas Intergubernamentales	0	0	0	0	0	0	0	#DIV/0!
Equipment	165,784	0	165,784	4,850	4,850	14,405	146,529	88.39%
Gastos Indirectos	988	0	988	694	694	0	294	29.72%
Improvements	0	0	0	0	0	0	0	#DIV/0!
Total de Gastos	173,108	0	173,108	5,544	11,880	14,405	146,823	84.82%

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

CARRY OVER FUNDS:
 Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	0	0	0	0	0	0	0	0	#DIV/0!
Total Revenues	0	0	0	0	0	0	0	0	#DIV/0!
Expenditures									
Salaries	0	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0	#DIV/0!
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	0	0	0	0	0	0	0	0	#DIV/0!
Travel & Conference	0	0	0	0	0	0	0	0	#DIV/0!
Contracted Services	0	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	0	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	0	0	0	0	0	0	0	0	#DIV/0!

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

CARRY OVER FUNDS:

Recurso 5218

CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
					Lo que va del año	Sobrecargado		
Ingresos:								
Todos los otros Federales	0	0	0	0	0	0	0	#DIV/0!
Total de Ingresos	0	0	0	0	0	0	0	
Gastos:								
Salarios	0	0	0	0	0	0	0	0.00%
Beneficios	0	0	0	0	0	0	0	0.00%
Provisiones	0	0	0	0	0	0	0	#DIV/0!
<i>Articulos para las actividades de los padres y comida para las juntas</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>#DIV/0!</i>
<i>Artículos de oficina para el centro</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>#DIV/0!</i>
Viaje y Conferencia	0	0	0	0	0	0	0	#DIV/0!
Servicios Contratados	0	0	0	0	0	0	0	#DIV/0!
Gastos Indirectos	0	0	0	0	0	0	0	#DIV/0!
Total de Gastos	0	0	0	0	0	0	0	#DIV/0!

Executive Summary
2022/2023 Fiscal Year
March 2023
HEAD START COVID

CARRY OVER FUNDS:

Resource 5220

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			% %
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	0	0	0	0	0	0	0	#DIV/0!
Total Revenues	0	0	0	0	0	0	0	#DIV/0!
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	#DIV/0!
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	0	0	0	0	0	0	0	#DIV/0!
Rentals , Repairs, Leases	0	0	0	0	0	0	0	#DIV/0!
Contracted Services	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	0	0	0	0	0	0	0	#DIV/0!
Improvements	0	0	0	0	0	0	0	#DIV/0!
Equipment	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	0	0	0	0	0	0	0	#DIV/0!

**Executive Summary
2022/2023 Fiscal Year
March 2023
EARLY HEAD START COVID**

CARRY OVER FUNDS:

Resource 5230

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	% %
					Year-to-date	Encumbered			
Revenues									
All Other Federal	0	0	0	0	0	0	0	0	#DIV/0!
	0	0	0						
Total Revenues	0	0	0	0	0	0	0	0	#DIV/0!
Expenditures									
Salaries	0	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0	0.00%
Supplies	0	0	0	0	0	0	0	0	#DIV/0!
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	0	0	0	0	0	0	#DIV/0!
<i>Site Supplies</i>	0	0	0	0	0	0	0	0	#DIV/0!
Rentals, Repairs, Leases	0	0	0	0	0	0	0	0	#DIV/0!
Contracted Services	0	0	0	0	0	0	0	0	#DIV/0!
Indirect Costs	0	0	0	0	0	0	0	0	#DIV/0!
Improvements	0	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	0	0	0	0	0	0	0	0	#DIV/0!

Notice of Public Meeting

YOLO COUNTY CHILD CARE PLANNING COUNCIL
Tuesday, May 2, 2023, 12-1:30pm
Catalyst Kids, Marguerite Montgomery Elementary School
1441 Danbury St.
Davis, CA

The mission of the Yolo County Child Care Planning Council is to serve as a forum to plan, promote and support the childcare needs of families and providers in Yolo County.

Our Core Values are:

1. The LPC strives to create positive changes by empowering its members to have an open, creative, and receptive mindset.
2. The LPC values human relationships that promote positive connection, care, and support.
3. We speak our truth in honor of ethical decision making.
4. We welcome, value and respect everyone regardless of differences.
5. The LPC advocates for fair and equitable childcare to ensure a bright future for Yolo

Item	Title of Item	Who	Description	Time	Notes
1	Call to Order and Introductions/Roll Call	Kim Relph Smith	Introduction of Members and/or Guests	3 min	
2	Public Comment	All	Information	5 min	
3	Consent- Approve Agenda Consent- Minutes 3-7-23	Kim Relph Smith	Action	3 min	The meeting shall be conducted in conformity with the Brown Act and Items may be taken out of order.
4	Opportunity for members to state conflict and recusal	Kim Relph Smith	Administrative	3 min	Please take this opportunity to review all agenda items and identify any potential conflict of interest.
5	Formation of Ad Hoc Committee to create policy on advocacy	All	Discussion	10 min	
6	UPK Mixed Delivery Grant Workgroup	Shannon McClarin/All	Discussion/Action	10 min	Creation of a workgroup for statewide grant that will be administered and coordinated by LPC.
7	Review goals from Strategic Plan	All	Discussion/Action	10 min	Please refer to attached goals and summary of work done around core values, vision, mission and action planning.
10	Member Updates	All	Information	14 min	Members should share relevant information, upcoming training or events, and report out about any participation in events or meetings attended as a representative of the LPC.

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 Shannon McClarin 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 Shannon McClarin as soon as possible and preferably at least 24 hours prior to the meeting.

Shannon McClarin, Coordinator
 Yolo County Child Care Planning Council
 Yolo County Office of Education
 1280 Santa Anita Court, Suite 140; Woodland, CA 95776
 (530) 668-3752

Shannon.McClarin@ycoe.org

I declare under penalty of perjury that the foregoing agenda was posted by _____ on the bulletin board at the east entrance of the Erwin Meier Administration Center, 625 Court Street, Woodland, CA

Notice of Public Meeting

**YOLO COUNTY OFFICE OF EDUCATION
HEAD START/EARLY HEAD START/STATE FUNDED PROGRAMS
POLICY COUNCIL MEETING AGENDA
April 26, 2023, from 9:30 a.m. to 11:00 a.m.
1280 Santa Anita Court Suite 140 Woodland, CA 95776**

1.0 Call to Order –

Action 2.0 Introductions/Recognition of Visitors –

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.

3.2 Approval – April 26, 2023, Agenda

M1: M2:

3.3 Approval – March 23, 2023, Minutes

M1: M2:

Action 4.0 Public Comment:

This item is placed on the agenda for providing visitors the opportunity to address the Policy Council on any item(s) of business that does not appear on the formal agenda. You may request recognition by completing the form provided at the door.

Visitors may also request recognition from the chairperson, to address the Policy Council concerning an item on the agenda by completing the form provided at the door.

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

Discussion & Possible Action

5.0 Adjourn to Closed Session: Margie Valenzuela, Executive Director HR

5.1 Employment of New Hires

M1: M2:

5.2 Employment of Substitutes

M1: M2:

5.3 Employment of Various Service Providers

M1: M2:

Open Session

Information, Discussion & Possible Action

6.0 Financial Reports: - Debra Hinely, Director IFS

6.1 Monthly Financial Report

6.2 Monthly Financial Report Carry Over

Information, Discussion & Possible Action

7.0 Open Session:

7.1 Old Business:

7.2 New Business:

7.2.1 Kindergarten Readiness Tool – Jade Meihl

Information

8.0 Program Operations: Service Area Reports

- 8.1** Program Director/ECE – Shannon McClarin
- 8.2** Program Administrator HS/EHS – Katrina Hopkins
- 8.3** Family Support Services Manager – Nicole Castrejon
- 8.4** Health Services Manager – Gustavo Melgoza
- 8.5** Education Services Manager – Jade Meihl
- 8.6** Disabilities/Mental Health Manager – Naomi Gonzalez
- 8.7** Site Coordinator/Home Base – Connie Luna
- 8.8** Site Coordinator – Jacqueline Tam
- 8.9** Site Coordinator – Sandra Hernandez
- 8.10** Site Coordinator – Silvia Meza-Lara

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 May 25, 2023, 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]**

Draft Minutes for Approval

YOLO COUNTY CHILD CARE PLANNING COUNCIL

Tuesday, April 4 12:00 AM-1:30PM

Yolo County Office of Education

This meeting was agendized to allow members, staff and the public to participate in a hybrid meeting via in-person and teleconference, pursuant to Government Code section 54953(e)(1)(as amended by Assembly Bill 361) to allow virtual board meetings through January 1, 2024. Those participating by Zoom used chat for public comment during the meeting.

<p><u>Members in Attendance:</u> Lynn Arner Rahele Atabaki Gina Daleiden Brenda DiGregorio Dianna Esparza Justine Jimenez Cindy Flores Sara Gunasekara Tanya Kiz Maria Lewis Sue Lomax Fawn Montagna Kari Roberts</p>	<p><u>Members Not Present:</u> Elizabeth Hansen Kim Relph-Smith Tico Zendejas</p> <p><u>Guests:</u> Alyssa Borland Sarah Portugal Gail Nadal Gehan Tadros</p> <p><u>Staff:</u> Shannon McClarin Kathleen Glassman</p>
--	--

Item	Time
1. Call to Order and Introductions/Roll Call	
<p>Call to order at 12:05pm Guests: Alyssa Borland from UC Davis Extension- Nutrition Educator</p>	
2. Public Comment- None	
3. Consent Agenda & Minutes	
<p>Consent- Approve 4-4-2023 Agenda Consent-Approve 3-7-2023 Minutes The following changes will be made to the minutes: Change dirt to land. West Sacramento will be doing a nexus study to see if we need to ... Change spelling of Jeanine Mullins name Change ACES to ASES Minutes approval with changes Vote: 1) Kari Roberts 2) Sara Gunasekara Abstention: Gina Daleiden - was not present at last meeting Motion carried with unanimous Vote</p> <p>Consent Agenda Vote: 1) Gina Daleiden 2) Cindy Flores Motion carried with unanimous Vote</p>	
4. Opportunity for members to state conflict and recusal: None	
5. Día de Los Niños Booth for LPC	
<p>The purpose of Día de Los Niño's is a community event for children. The library will have books, the fire department and police department will be present, activities will be set up by the Outdoor Recreation Department, etc. This event coincides with Week of the Young Child. It is open to all Yolo County families but is held in Woodland. From 9:30am to 1:30pm will be the times for LPC members to be present for Set up/Booth support/Breakdown. Sue Lomax asked what they need to do. We will have information about the LPC and swag to distribute. Cindy Flores asked if they could still sign up for this event as a vendor. Shannon McClarin will send the contact info to Cindy Flores and Kari Roberts.</p> <p>Announcement was made:</p>	

Shannon McClarin gave an update on 25 years of the LPC in Yolo County. Shannon McClarin and Justine Jimenez will be attending the May 25th meeting for the Board of Supervisors to give information on the 25th Anniversary of the LPC.

6. Refresh on work for Core Values, Mission and Vision

We reviewed the suite of the core values and mission and vision statements. On page 16 it has all three listed together. This document was printed for those who needed it and was also emailed out to the LPC. Goals included supporting families, Having all slots filled & having fair and equitable representation, and Informing people of what we do (such as attending BOS meetings and going to Día de Los Ninos). Justine Jimenez asked if we need to have committees for these three goal areas. In the past we had ad hoc committees. Justine Jimenez reviewed the actions that were taken in the past when we needed work to be done (e.g. PPE during pandemic). We could potentially meet remotely for these committees. Kari Roberts expressed a desire for the ad hoc so that people could join in on the committee as needed and issues can be addressed as they arise. Gina Daleiden said she believes we need to post committee meetings, so ad hoc may be the way to go. Lynn suggested adding the Goals to our agenda and seeing if there is any ad hoc work that needs to be done. Brenda agreed and said that we could then plan for what needs to be done proactively.

Kari Roberts mentioned a bill to offer teachers two years to complete their education to become preschool teachers. She would like support in getting this information to Yolo County and supporting this bill.

Kari Roberts said that the suite of our Values, Mission and Vision look great. Gina Daleiden said the vision is beautiful. Gina Daleiden also pointed out that there is a word “for” missing in the mission. “We serve as a forum for”. Kathleen mentioned this needs to be added to the website as well.

7. Advocacy needs/process

Shannon McClarin reported that we will gather information from childcare providers through a survey. The person collecting this data for us also completed the survey for SCOE. We will also ask her to develop questions about TK. Shannon McClarin and Kathleen Glassman will be meeting with her on April 18th. Gina Daleiden asked a clarification question to confirm that we collect data on the number of slots every 5 years. Justine Jimenez reviewed how the childcare nexus study was done for the City of West Sacramento in order to create a Childcare Impact Fee for developers, and it needs to be updated, so they will be doing another nexus study this year. Brenda mentioned that Family Members have had to pick up childcare and are not licensed. She suggested getting information on what the barriers are for getting licensed. Fawn reported that some Family Friend and Neighbor (FFN) providers do not want to be licensed because they lose money. Cindy Flores reported that CHS has 150 FFNs. Shannon McClarin said that they will add technical assistance and language support to their agenda for their meeting on April 18th.

8. UPK

Due April 14th. They need to report their plan. They were asked: What is your plan to partner? Shannon McClarin reported that they want to be sure we are hitting all stakeholders. It is a noncompetitive grant. They attended a meeting with all state LPCs yesterday. Shannon McClarin (with the support of Justine Jimenez possibly) will need to present to the School Board what the plan is by June 30th. The RFA is on the website. They will be meeting but will allow for remote attendance to be sure to get as much input from stakeholders as possible. This grant focuses on 3- and 4-year-olds, but can help inform out broader work. There are some required agencies. Shannon McClarin will be reaching out to us all about this for a meeting in May. In the meantime, we can collect more data that can help inform this work. LPC is monitoring this grant because we had first right of refusal.

9.
Shannon McClarin reached out to San Diego, Alameda, Fresno, Sacramento and Colusa
SanDiego has no written policy
Alameda has a workgroup.
She did not hear back from Fresno or Sacramento.
The Sutter/Yuba/Colusa
She will bring back any new info to the group before our next meeting.

8. Member Updates

First 5 Yolo: Fawn Montagna reported that the Infrastructure grants have been wrapped up and 113 Infrastructure and 44 recovery grants were awarded.

She also reported that Winters is a childcare desert and First 5 is working with them. They will also focus on other areas that have been identified as high need through Roadmap to the Future Asset Mapping, and our previous Childcare Needs Assessment and update.

Fawn Montagna said this was a wonderful project. They thanked CHS for partnering and said YCCA, YCOE, and City of West Sacramento also helped. They were able to work together and have received amazing feedback from childcare providers. Surveys are being reviewed and they are receiving wonderful photos from providers.

Gina Daleiden said IMPACT Legacy should fund in July and not be a disruption in services. It is less money than before which is less money than previous iterations.

SSA: Justine Jimenez reported that the providers are appreciative of coaching assistance they have received.

Help Me Grow: Brenda DiGregorio reported that information for playgroups are on the website. They have diapers left to distribute. They will be at Dia de los Niño's. Brenda DiGregorio reported on the Eggstravaganza. Welcome Baby and Warmline were there along with other agencies.

Catalyst Kids: With the closing of Tafoya, children will be served at Gibson starting this summer.

CHS: Cindy Flores reported that there will be a Planning workshop for How to Start up a new Child Care on April 20th 6-8pm virtually. They can sign up through the website. Cindy will send the flier once it is ready. Gehan Tadros shared that they are still enrolling for General Funding Child Care or for Stage 2. They are pushing enrollment. If a family is pulled from the list their case is closed, but they can reapply. They can receive assistance with application at the Hotline 530-645-6265 or by email referralsyo@chs-ca.org

They are clearing the list. They still have funding and want to enroll as many people as possible.

City of West Sacramento Home Run: Justine Jimenez reported that the City will be having an egg hunt as well. Justine Jimenez will send the flier.

Washington Unified School District: Rahele Atabaki reported that they are holding a Spring camp with golf, theatre, middle eastern music, mad science, etc. They are anticipating 900 families to sign up for free summer camp. Registration will be on the WUSD website under childcare. Families using ELOP funds are eligible. Sara Gunasekara mentioned that the changes for next year were not clear. Rahele Atabaki said there are no changes. It is the same form for Champions and ASES. From a parent's perspective it was not clear. Rahele said it is not clear because they do not know how many families will be funded. She assured Sara Gunasekara that anyone who signed up is in and will be informed if they need to pay or not. The amount they receive starting in July will be sufficient. They will not have a waitlist anymore.

YCCA: Tanya Kiz announced that it is Child Abuse Prevention Month, and the Lisa Project will be in West Sac, Woodland and Davis for Child Abuse prevention.

Alphabet Soup: Kari Roberts reported that she received her Infrastructure funding and needs to have everything completed by June 30th.

She said it is a daunting process and a lot of work. She is excited because they will be able to break up their infant program into smaller groups.

Woodland State Preschool: Maria Lewis did not have any announcements. They will be advertising for enrollment at Día de Los Niños.

9. Meeting Adjourned 1:25pm

1) Brenda DiGregorio

2) Kari Roberts

Motion passed unanimously

8. 6. Attendance Board Report - May 2023 

Description

Attendance Reports for:

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

Recommendation

For information.

Supporting Documents



Data for Board May 2023

Contact Person

Heather Schlaman, Principal, Alternative Education will present this item.

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+: 1 4. 5+: 0 • 1 New Enrollment	In-person instruction: 18 Independent Study: 14 • 0 New Enrollments	In-person instruction: 8 Independent Study: 0 • 0 New Enrollments	In-person instruction: 0 Independent Study: 12 • 1 New Enrollment

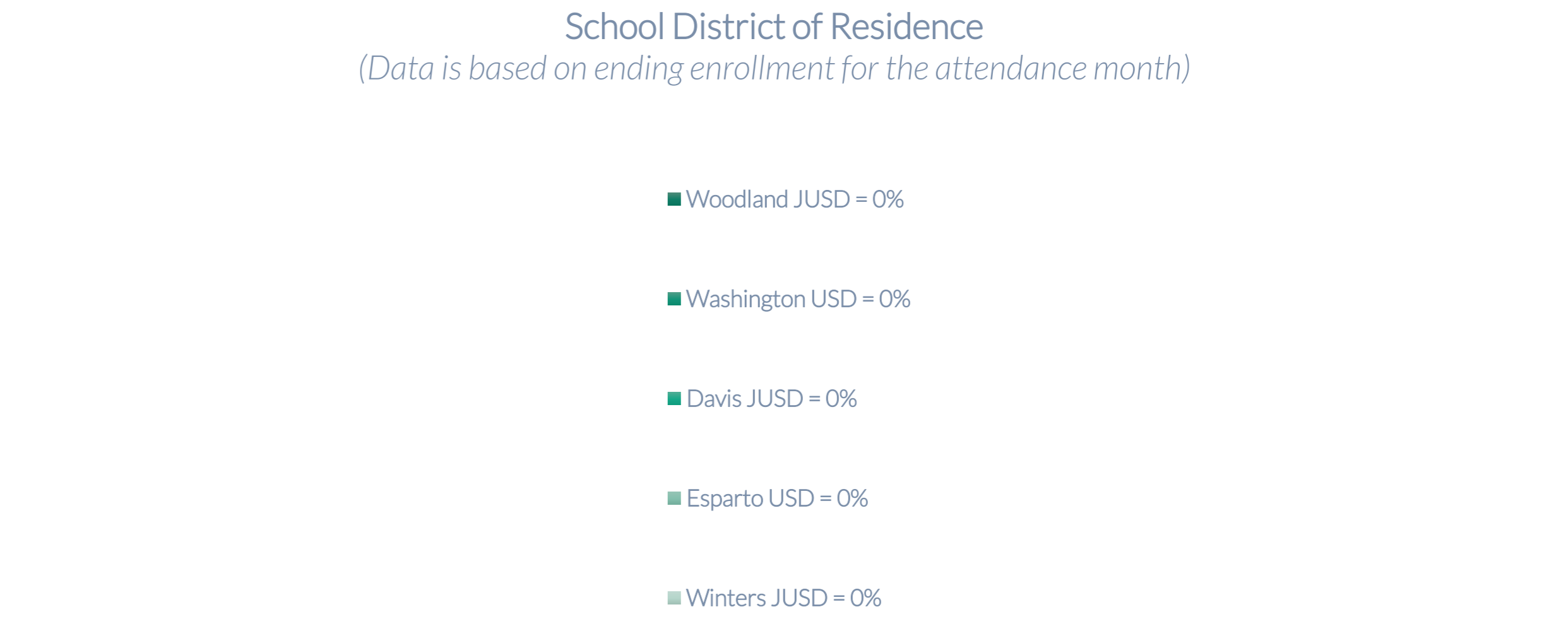
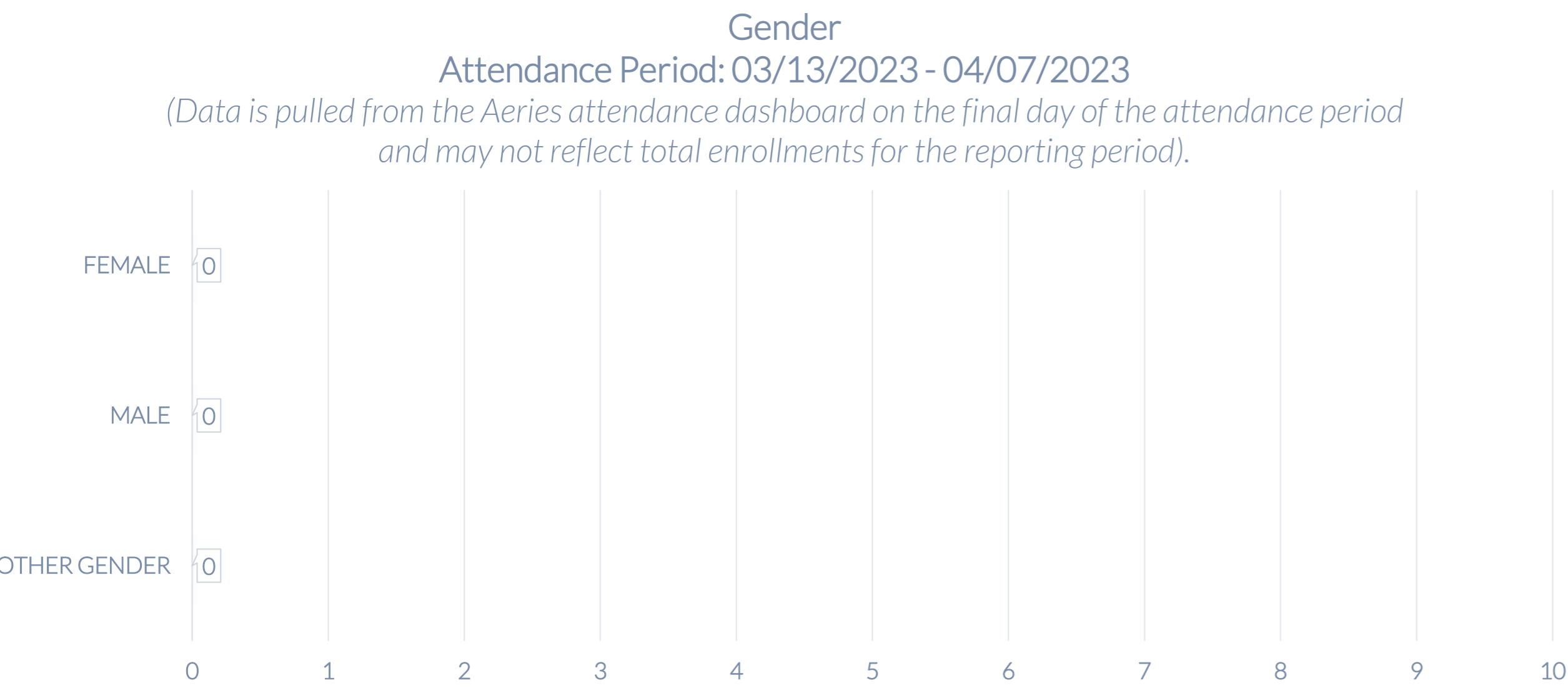
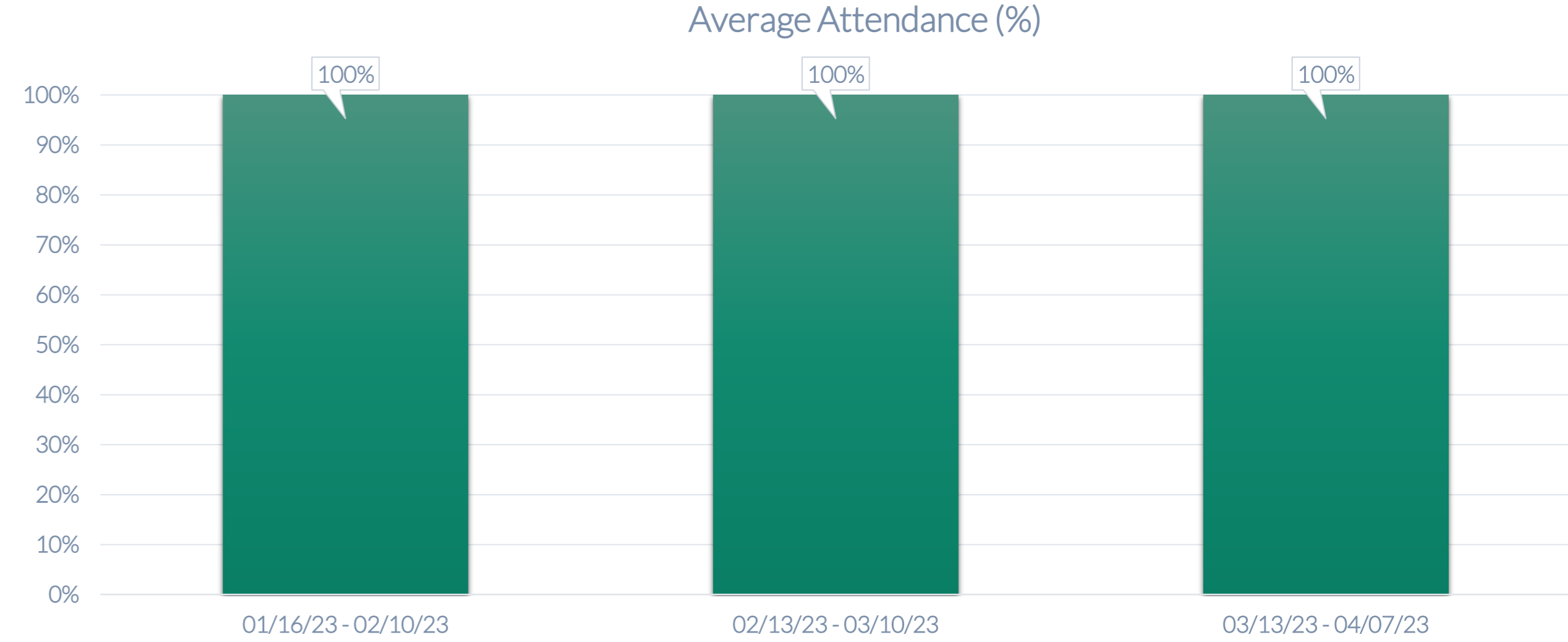
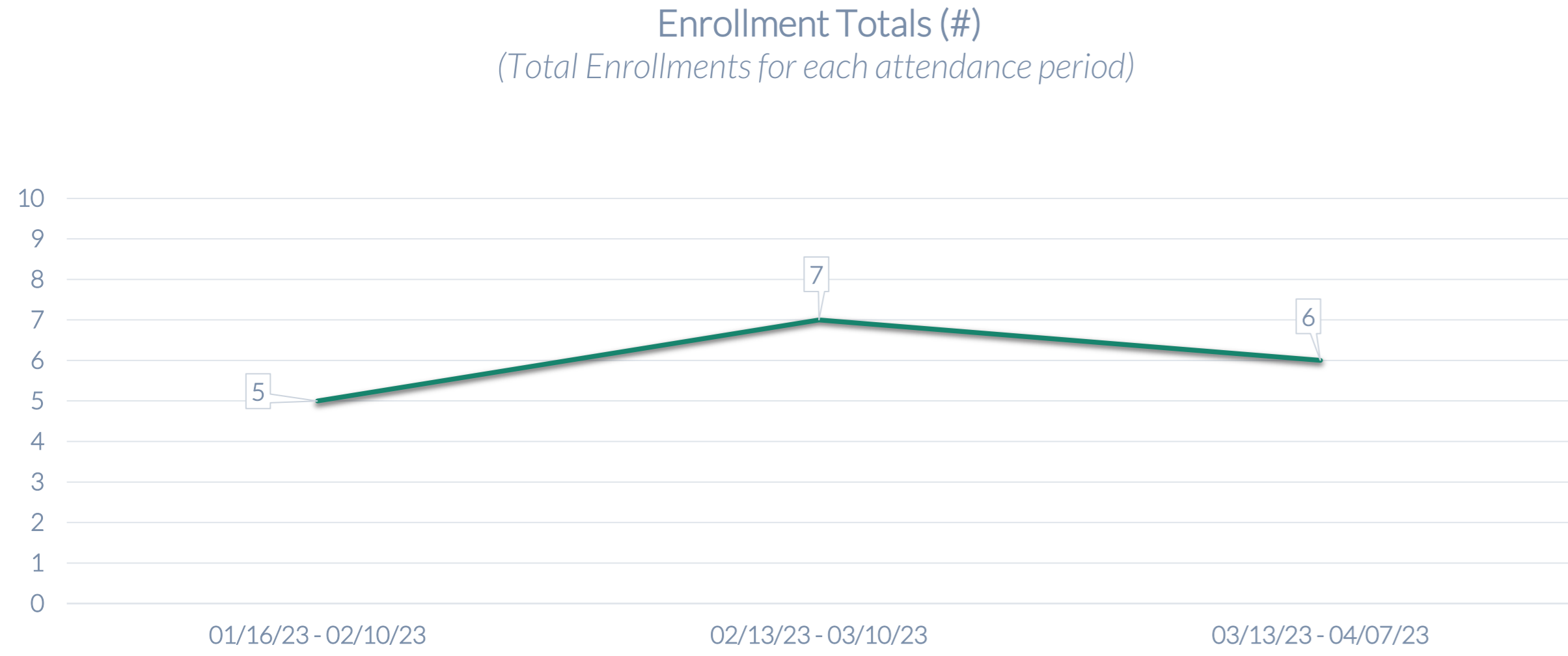
Attendance Update: 5/1/2023



Dan Jacobs School

Months 8-10 (2022-2023)

Attendance Period: 01/16/2023 - 04/07/2023

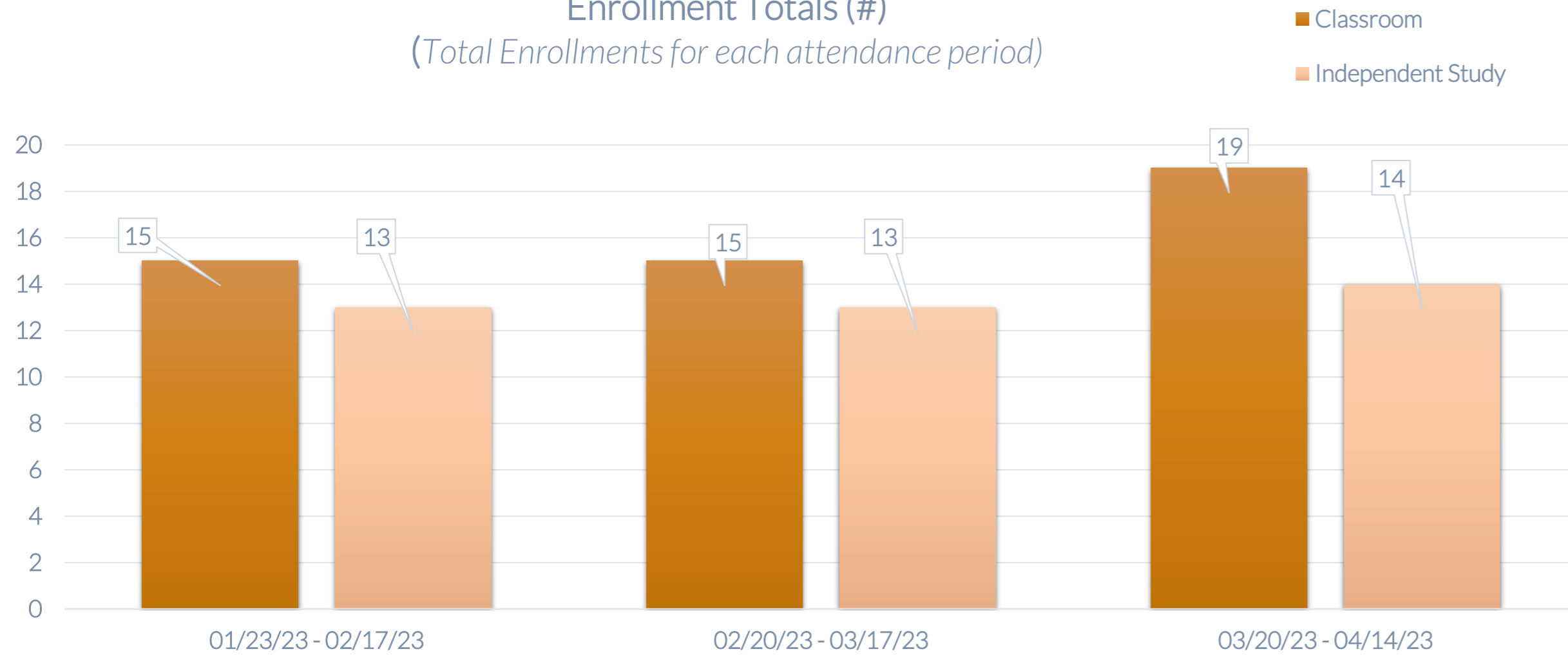


Cesar Chavez Community School - Woodland

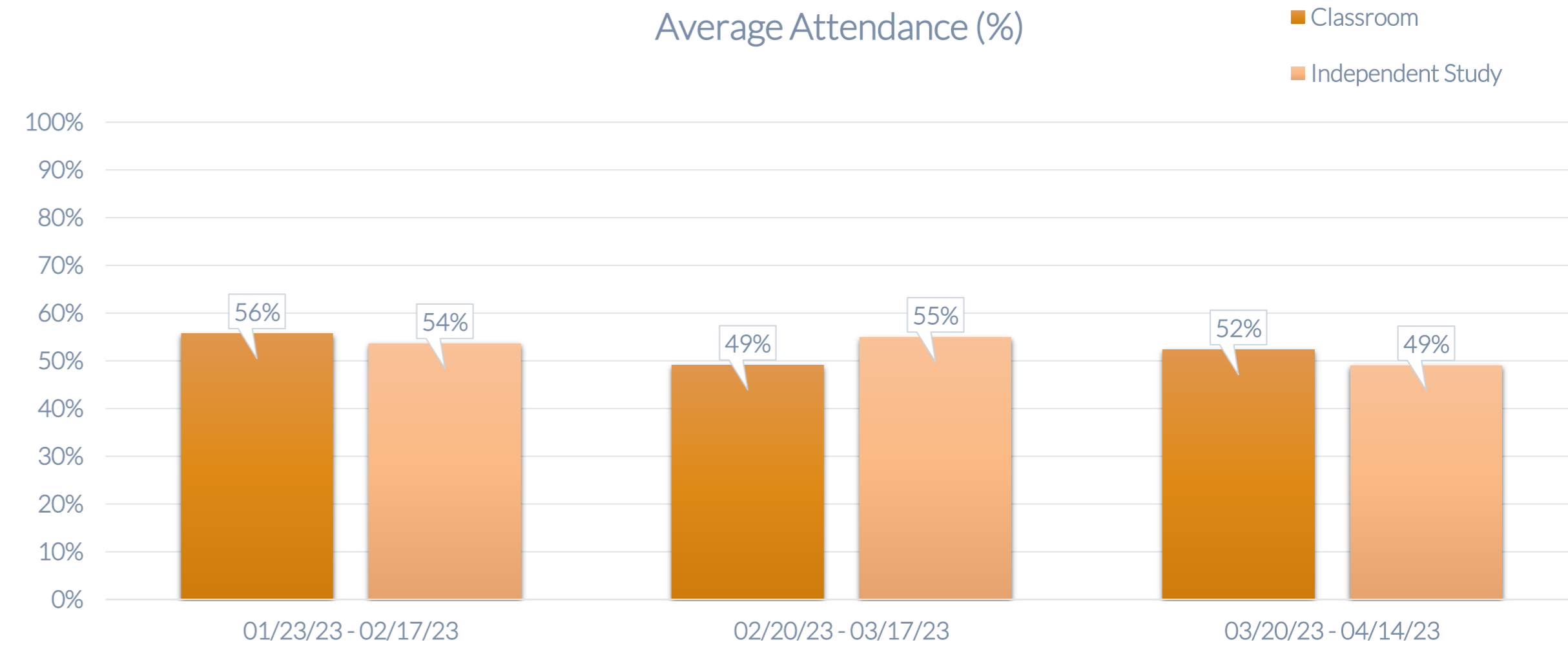
Month 6-8 (2022-2023)

Attendance Period: 01/23/2023 - 04/14/2023

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

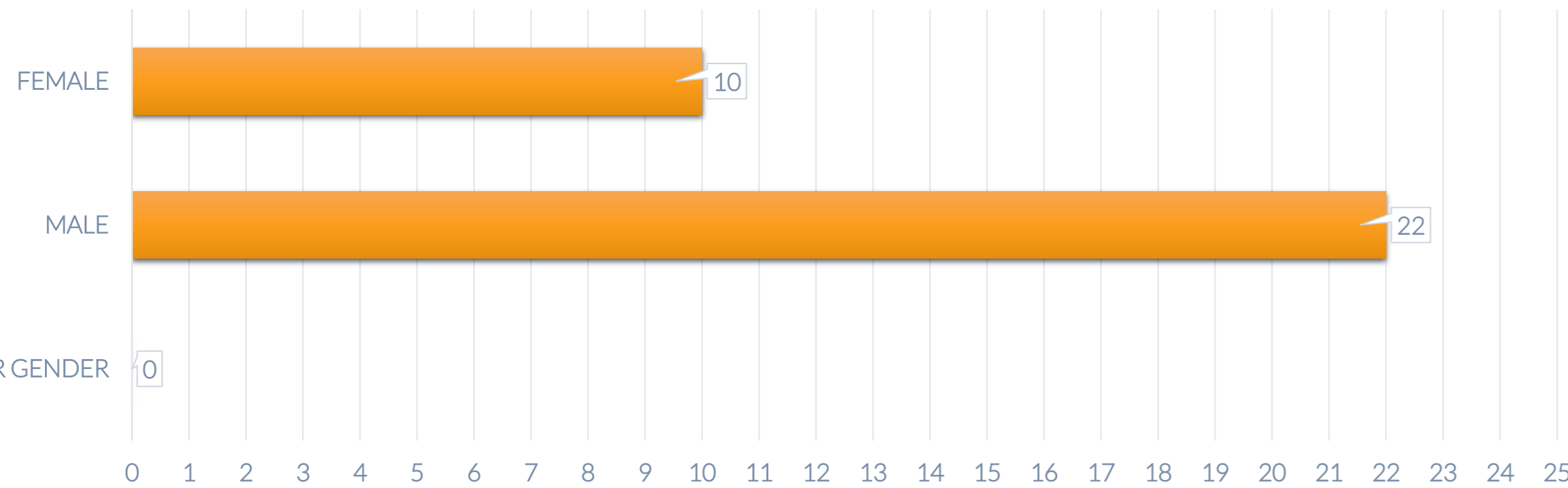


Average Attendance (%)



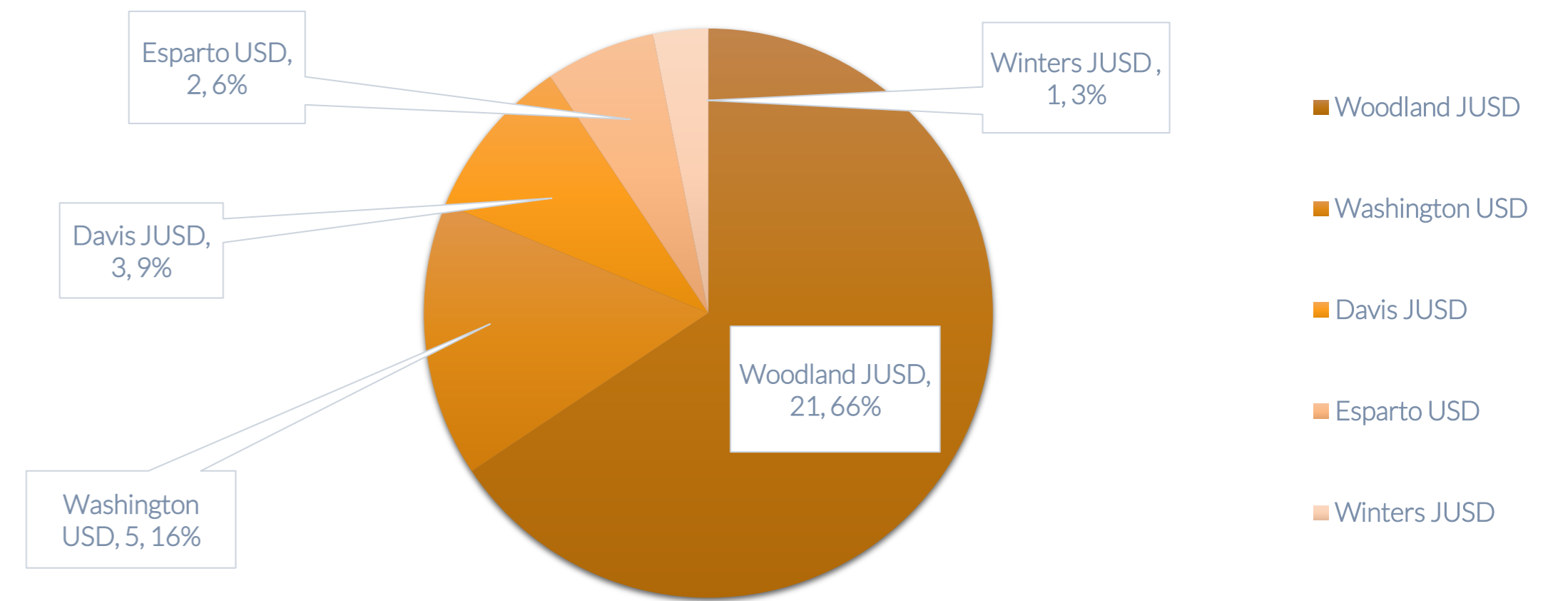
Gender
Attendance Period: 03/20/23- 04/14/23

(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)

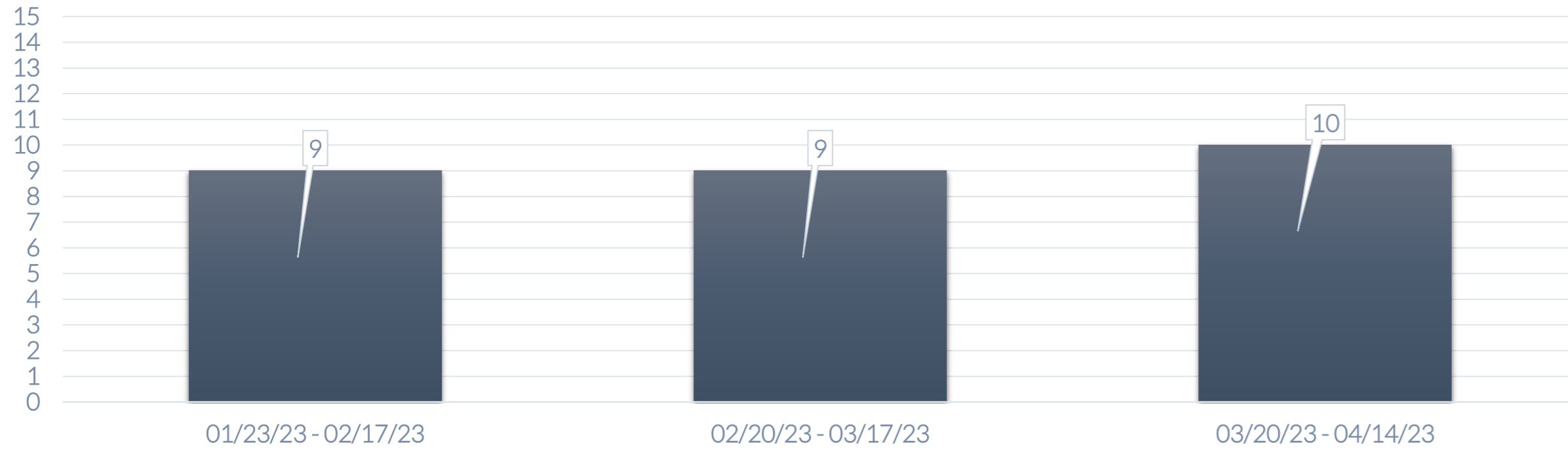


YCCP (Yolo County Career Program)

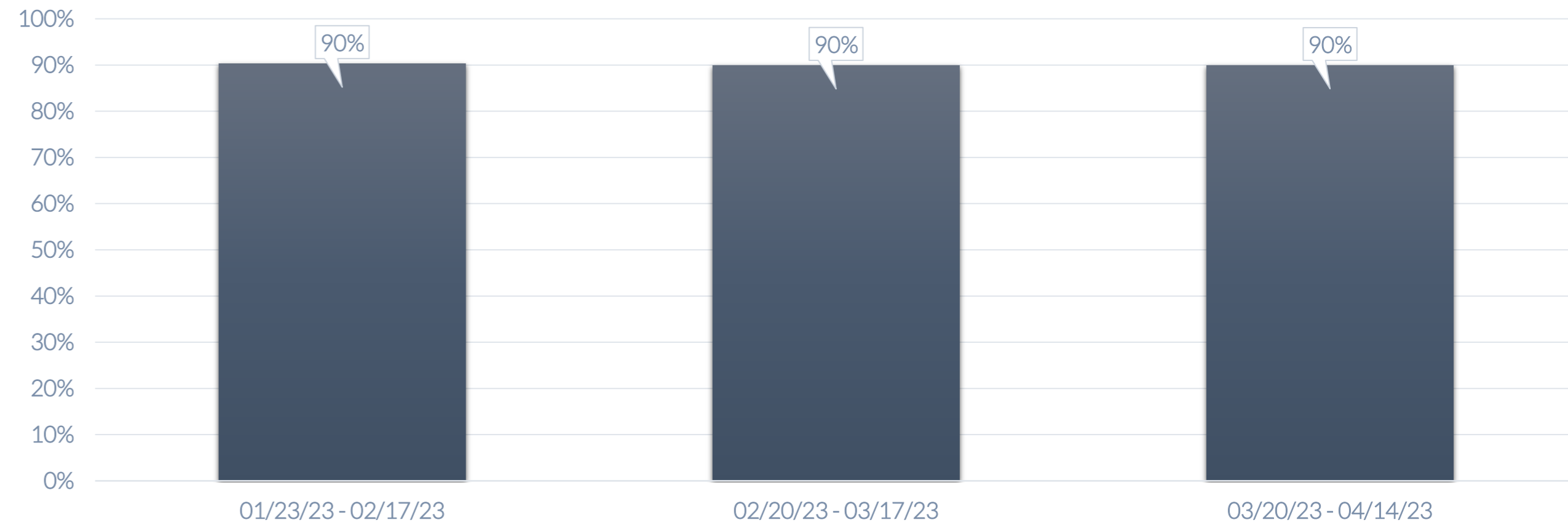
Month 6-8 (2022-2023)

Attendance Period: 01/23/2023 - 02/17/2023

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

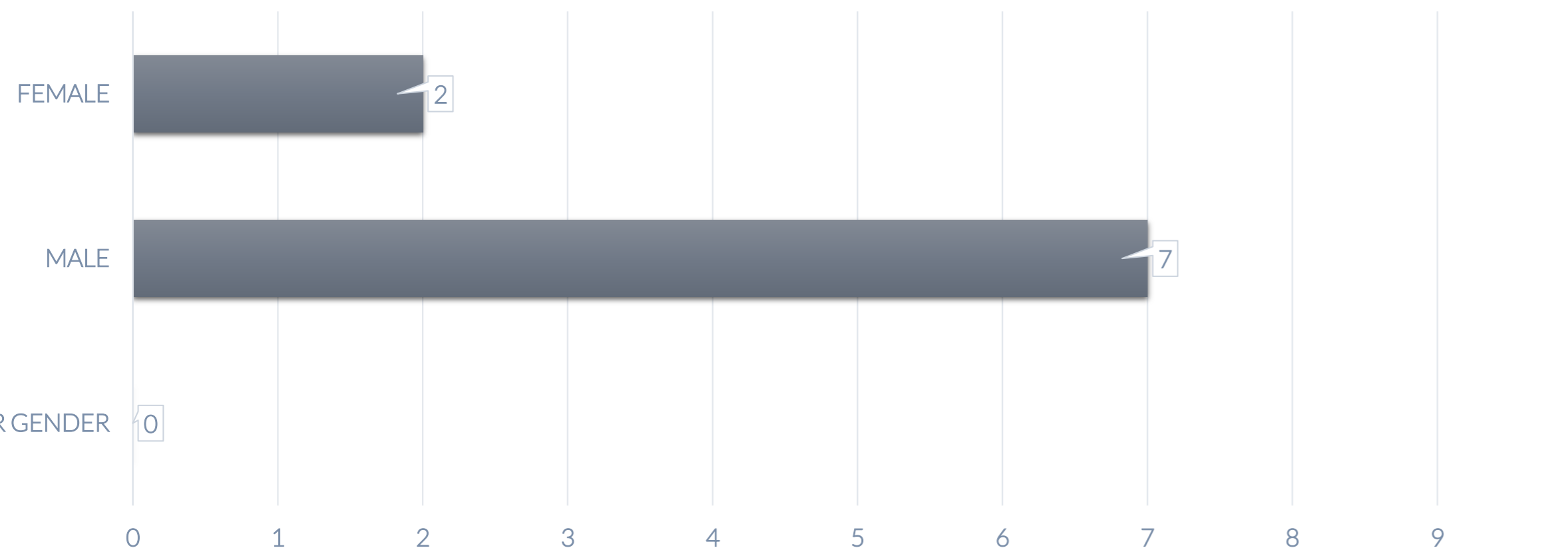


Average Attendance (%)

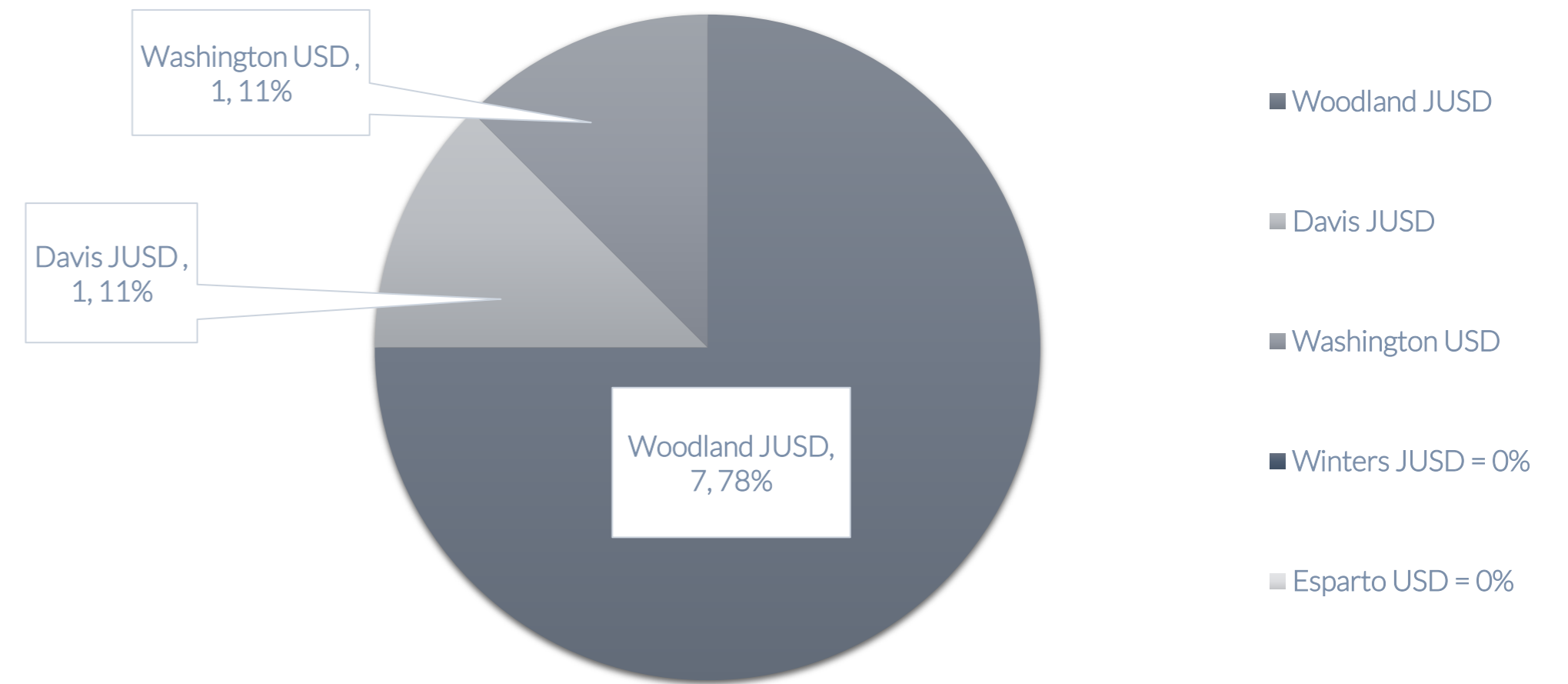


Gender
Attendance Period: 03/20/23 - 04/14/23

(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)

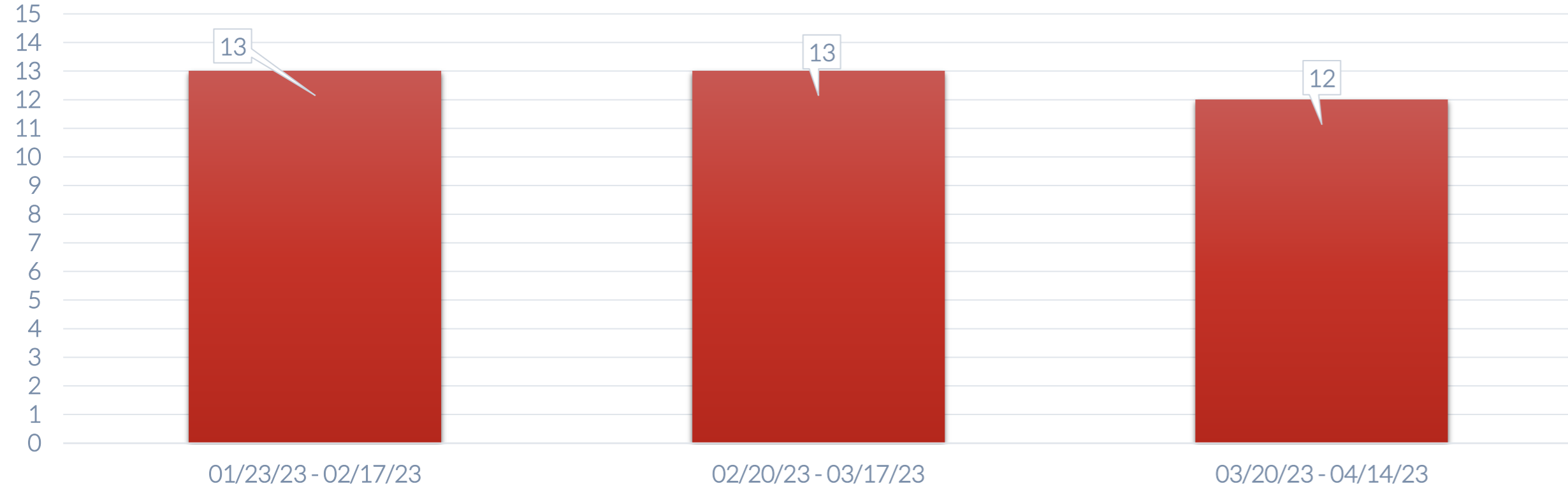


Chavez Extension Program

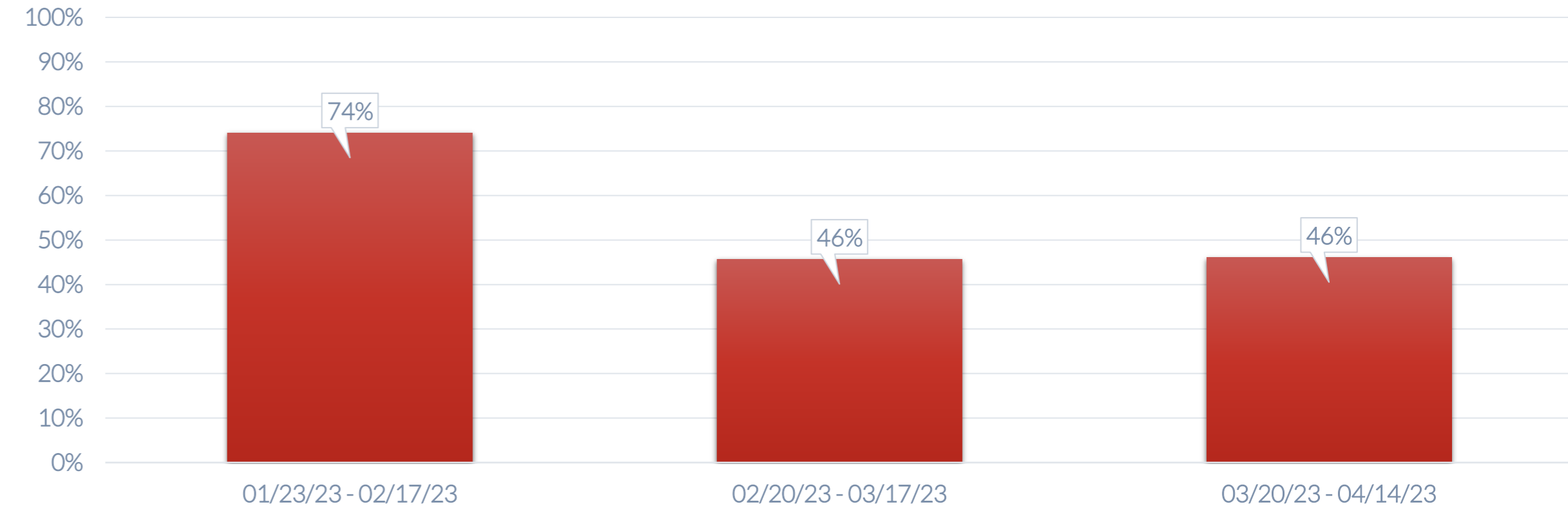
Month 6-8 (2022-2023)

Attendance Period: 01/23/2023 - 03/17/2023

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

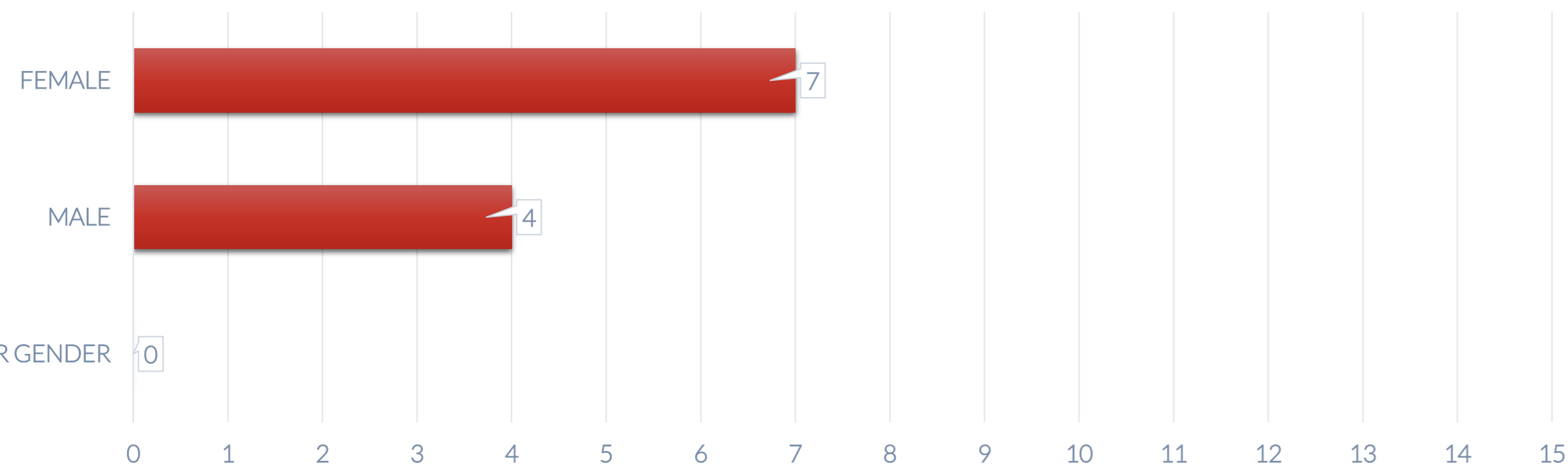


Average Attendance (%)

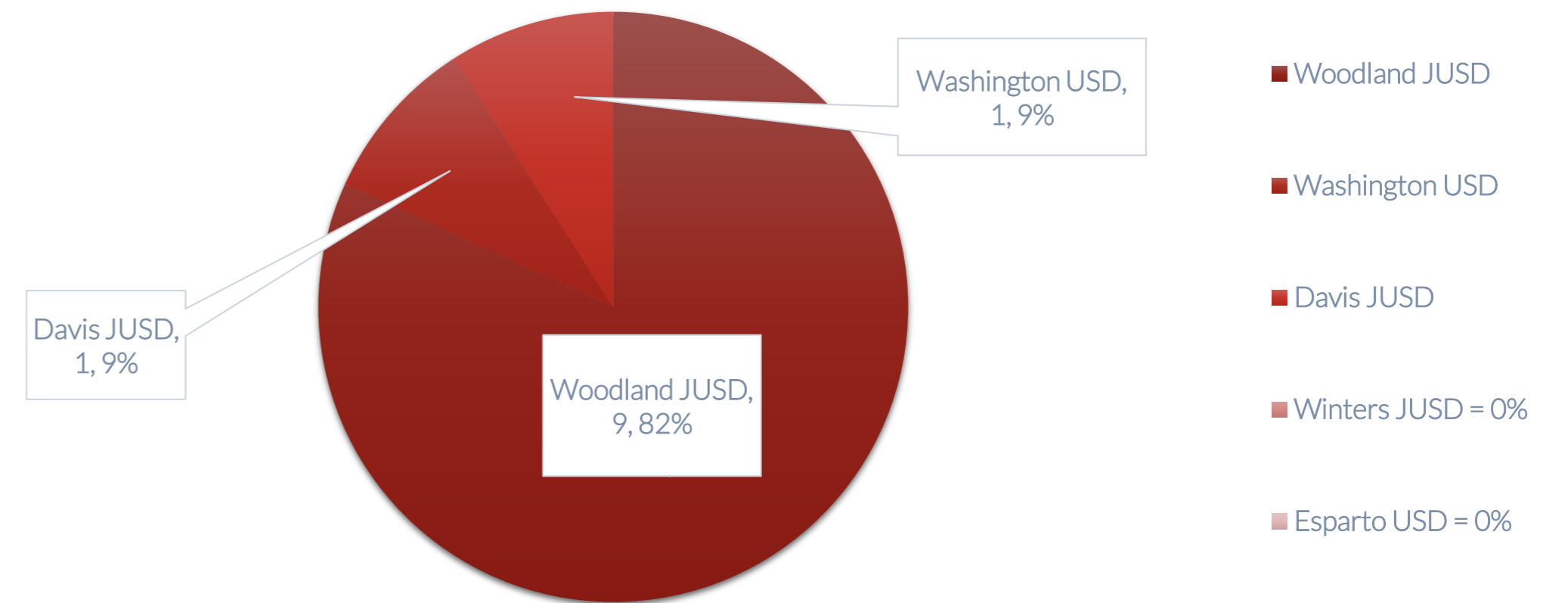


Gender
Attendance Period: 03/20/23 - 04/14/23

(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



8. 7. Williams Quarterly Report on Yolo County Schools in Decile 1-3; Covering the months of January, February, and March 2023 

Description

Each year the County Superintendent of Schools must prepare quarterly reports for the County Board of Education that reflect the results of visits to the Decile 1-3 schools in the county, as a result of the Williams Settlement per California Education Code 1240. Please refer to the attached letter and accompanying documents (if complaints were filed). Three districts in Yolo County are in Decile 1-3; Empowering Possibilities International Charter(EPIC), Washington USD, and Woodland JUSD. Davis JUSD, Winters JUSD, and Esparto USD are not in Decile 1-3 but are included in the Uniform Complaints section of the report.

Recommendation

For information.

Supporting Documents



Q3_Letter_YCBE_2023

Contact Person

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

***Williams Quarterly Report for Three Required Areas and
Optional Reporting of Uniform Complaints
Quarter of January, February, and March 2023***

April 27, 2023

Tico Zendejas, President
Shelton Yip, Vice President
Elizabeth Esquivel
Melissa Moreno
Armando Salud-Ambriz

Dear Trustees:

California *Education Code* Section 1240 requires that I visit schools identified in our county, review information in the areas noted below, and report to you the results of my visits and reviews. I am pleased to provide the third quarterly report for fiscal year 2022-2023 as required by *Education Code* section 1240(c)(2)(G) pursuant to the Williams Settlement. This report presents the results of my visits to the Empowering Possibilities International Charter and the Williams schools in the Washington Unified, and the Woodland Joint Unified school districts for the period of January, February, and March 2023.

The purpose of my visit(s) as specified in California Education Code 1240 was to:

1. Determine if students have “sufficient” standards-aligned instructional materials in four core subject areas (English language arts, mathematics, history/social science and science), including science laboratory equipment in grades 9-12, and, as appropriate, in foreign languages, and health.
2. Determine if there is any facility condition that “poses an emergency or urgent threat to the health or safety of pupils or staff”; and
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1-3 (2012 Base API); and
2. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

While the Uniform Complaint data are not mandated to be a part of this report to you, they are being included so that you and the citizens of our community will have a complete understanding of the environment in which Elkhorn Village Elementary, Riverbank K-8 Elementary, Stonegate Elementary, Westfield Village Elementary, Westmore Oaks, Dingle Elementary, Lee Middle

School, Ramón S. Tafoya Elementary and Empowering Possibilities International Charter schools, are functioning.

Before proceeding with the report, let me define some basic terms:

- “Sufficient textbooks or instructional materials” means each pupil, including English language learners, has a standards-aligned textbook, or instructional materials, or both, to use in class and to take home.
- A school facility condition that poses an “emergency or urgent threat” is a “condition that poses a threat to the health or safety of pupils or staff while at school.”
- “Good Repair” means the school facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in “good repair.”

My findings were as follows:

Instructional Materials:

Washington Unified School District:

Elkhorn Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Riverbank Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Stonegate Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Westfield Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Westmore Oaks Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Woodland Joint Unified School District:

Dingle Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Ramón S. Tafoya Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Lee Middle School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Charter School:

Empowering Possibilities International Charter: *No visits occurred.*

School Facilities:**Washington Unified School District:**

Elkhorn Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Riverbank Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Stonegate Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Westfield Village Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Westmore Oaks Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Woodland Joint Unified School District:

Dingle Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Ramón S. Tafoya Elementary School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Lee Middle School: *No visits occurred, but quarterly report submissions were reviewed. No complaints were received during this quarter.*

Charter School:

Empowering Possibilities International Charter: *No visits occurred.*

School Accountability Report Card:

Washington Unified School District: *The SARC reports for 2021-22 will be reviewed in the fourth quarter. We will include a report on any findings in the fourth quarter letter.*

Woodland Joint Unified School District: *The SARC reports for 2021-22 will be reviewed in the fourth quarter. We will include a report on any findings in the fourth quarter letter.*

Empowering Possibilities International Charter: *The SARC report for 2021-22 will be reviewed in the fourth quarter. We will include a report on any findings in the fourth quarter letter.*

Teacher Misassignments and Teacher Vacancies:

Quarterly report submissions were reviewed. No complaints were received during this quarter.

Uniform Complaints:

A review of the quarterly submissions from all five Yolo County districts showed no complaints received.

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

In conclusion, let me assure each of you receiving this report that the Yolo County Office of Education is available to support the actions that may be needed to be taken to address the needs identified in my report.

Sincerely,

Garth Lewis

Yolo County Superintendent of Schools

8. 8. First Reading of Board Bylaws (9000 series)

Quick Summary / Abstract

- BB 9000 - Role of the Board
- BB 9005 - Governance Standards
- BB 9010 - Public Statements
- BB 9011 - Disclosure of Confidential/Privileged Information
- BB 9012 - Board Member Electronic Communication

Description

The Board Bylaws for the 9000 series have been updated. Staff will be bringing five (5) policies to the Board for information and action each month. The first set of Board Bylaws for information are:

- BB 9000 - Role of the Board
- BB 9005 - Governance Standards
- BB 9010 - Public Statements
- BB 9011 - Disclosure of Confidential/Privileged Information
- BB 9012 - Board Member Electronic Communication

These will come back to the Board for action at the June 27, 2023 Regular Board meeting.

Also, the old policies below have been renumbered/combined into the bylaws already adopted by the YCOE in the past few years and will be discontinued:











- BB 9250 - Renumeration Reimbursement
- BB 9251e - Process for setting Superintendent's compensation
- BB 9271 - Code of Ethics
- BB 9300 - Methods of Operation
- BB 9311 - Formulation, Adoption, Amendment of Bylaws and Policies
- BB 9312 - Formulation, Adoption, Amendment of Bylaws
- BB 9314 - Suspension of Policies, Bylaws, Administrative Regulations
- BB 9320e - Meeting outside of School Boundaries
- BB 9324 - Advance delivery of meeting materials
- BB 9325 - Meeting Conduct
- BB 9326 - Actions by the Board
- BB 9330 - Membership in Associations
- BB 9330.1 - Representation to the YCSBA Executive Board
- BB 9400 - Board Self Evaluation
- BB 9510 - County Board Elections
- BB 9511 - Candidate Statement of Qualifications
- BB 9512 - Calendar Governing County Board Elections
- BB 9513 - Tie Votes in Board Member Elections

BB 9600 - County Committee on School District Organization

Recommendation

For information. The Board will be asked to consider adopting these policies at the Regular Board Meeting on June 27, 2023.

Supporting Documents

-  BB 9000 Role of the Board
-  BB 9005 Governance Standards
-  BB 9010 Public Statements
-  BB 9011 Disclosure of Confidential/Privileged Information
-  BB 9012 Board Member Electronic Communication
-  BB 9000 Rev. 5-21
-  BB 9005 Rev. 6-17
-  BB 9010 Rev. 6-17
-  BB 9011 Rev. 6-17
-  BB 9012 Rev. 5-21

Contact Person

Superintendent Garth Lewis will present this item.

Role of the Board

The Yolo County Board of Education ("County Board") provides leadership and citizen oversight for educational programs and services operated by the Yolo ~~e~~County ~~e~~Office of Education ("YCOE"), including services provided to school districts and the community. The primary objective of the County Board is to work with the Yolo County Superintendent of Schools ("Superintendent") to establish the direction and priorities for the YCOE and to provide leadership to support the success of public education.

To fulfill its objective, the County Board shall:

1. Collaborate with the ~~County~~ Superintendent to ensure implementation of the shared vision, goals, and policies of the YCOE
2. Adopt and update policies for the County Board's own governance and for programs under the statutory authority of the County Board
3. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board
4. Adopt the annual budget and review interim reports of the ~~County~~ Superintendent
5. Fix the salary of the ~~County~~ Superintendent in accordance with law and Board Bylaw 9500
6. Acquire, lease, lease-purchase, hold and convey real property for the purpose of housing the offices and the services of the YCOE
7. Along with the County Superintendent, ensure a safe and appropriate educational environment for all YCOE students
8. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law
9. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community
10. Conduct public hearings when appropriate
11. Fulfill responsibilities relating to the Local Control Funding Formula ("LCFF"), including adopting the YCOE local control and accountability plan ("LCAP") and any revisions and updates to it

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

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

The County Board is authorized to establish, carry on, and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law and does not conflict with the purposes for which the County Board is established. (Education Code 35160-35160.1)

Legal Reference:

Education Code 1040, 1042, 1240, 1279, 1280, 33319.5, 35160, 35160.1, 47600-47616.5, 48919, 52066-52068

Management Resources:

CSBA Publications

Professional Governance Standards for County Boards, October 2014

California County Boards of Education Publications

County Board Member Handbook: A Guide to Effective Governance, 2015

Websites

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

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

Adopted: June 29, 2017

Revised: June 27, 2023

Governance Standards

The Yolo County Board of Education (“County Board”) believes that its primary responsibility is to act in the best interests of every student in every school or program operated by the Yolo County Office of Education (“YCOE”). The County Board has commitments to parents/guardians, all members of the community, YCOE employees, and the state of California. The County Board is bound by laws pertaining to public education and the established policies of the YCOE. To maximize County Board effectiveness and public confidence in its governance, County Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

The County Board expects its members to work with each other and with the Yolo County Superintendent of Schools (“Superintendent”) to ensure that a high-quality education is provided to all students in YCOE schools and programs and that high-quality services are provided to the community and to the school districts within the jurisdiction of the YCOE. Each individual County Board member shall:

1. Keep learning and achievement for all students as the primary focus
2. Value, support, and advocate for public education
3. Recognize and respect differences of perspective and style on the County Board and among staff, students, parents/guardians, and the community
4. Act with dignity and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions of authority between the County Board and the ~~County~~ Superintendent, and refrain from performing management functions that are the responsibility of the ~~County~~-Superintendent and staff
8. Understand that authority rests with the County Board as a whole and not with individual County Board members

County Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the County Board shall have a unity of purpose and:

1. Keep focused on student learning and achievement, as well as the role of the COE in providing services to school districts and the community
2. Work collaboratively with the ~~County~~ Superintendent
3. Communicate a common vision
4. Operate openly, with trust and integrity
5. Govern in a dignified and professional manner, treating everyone with civility and respect
6. Govern within the law and County Board-adopted policies and procedures
7. Take collective responsibility for the County Board's performance
8. Periodically evaluate its own effectiveness
9. Ensure opportunities for the diverse range of views in the community to inform County Board deliberations

Legal Reference:

Education Code, 1040, 1042, 35160-35160.1

Government Code, 1090, 1098, 1125-1129, 54950-54962, 87300-87313

Management Resources:

CSBA PUBLICATIONS Professional Governance Standards for County Boards, October 2014

California County Boards of Education Publications, County Board Member Handbook: A Guide to Effective Governance, 2015

Websites

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

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

Adopted: June 29, 2017

Revised: June 27, 2023

Public Statements

The Yolo County Board of Education (“County Board”) recognizes the responsibility of County Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the Yolo County Office of Education (“YCOE”), and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding YCOE issues, County Board members are expected to respect the authority of the County Board to choose its spokesperson to communicate its positions and to abide by established protocols.

No member of the County Board will individually speak for, or in the name of, represent the total County Board unless by explicit direction of the County Board. All public statements authorized to be made on behalf of the County Board shall be made by the County Board president or, if appropriate, by the Yolo County Superintendent of Schools (“Superintendent”) or other designated spokesperson.

When speaking for the County Board, the spokesperson is encouraged to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the County Board's leadership.

When making public statements County Board members shall not disclose confidential information or information received in closed session except when authorized by a majority of the County Board. (Government Code 54963)

When speaking to community groups, members of the public, or the media, individual County Board members should recognize that their statements may be perceived as reflecting the views and positions of the County Board. County Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the County Board.

In addition, County Board members who participate on social networking sites, blogs, or other discussion or informational sites are encouraged to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for YCOE students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

When a County Board member is in an official County Board meeting, all members are expected to exercise their duty as a County Board member and their constitutional rights as a private citizen in the expression of opinions.

Legal Reference:

Government Code, 7920.000-7931.000~~6250-6270~~, 54960, 54963

Management Resources:

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

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

Adopted: June 29, 2017

Revised: June 27, 2023

Disclosure of Confidential/Privileged Information

The Yolo County Board of Education (“County Board”) recognizes the importance of maintaining the confidentiality of information acquired as part of a County Board member’s official duties. Confidential information shall be released only to the extent authorized by law.

Disclosure of Closed Session Information

A County Board member shall not disclose confidential information acquired during a closed session of a board meeting to a person not entitled to receive such information, unless a majority of the County Board has authorized its disclosure. (Government Code 54963)

For these purposes, Confidential information means a communication made in a closed session that is specifically related to the basis for the County Board to meet lawfully in closed session. (Government Code 54963)

The County Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or County Board policy, when the person is: (Government Code 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a County Board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of County Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

Other Disclosures

A County Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Such a disclosure may result in criminal prosecution. For these purposes, confidential information also includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the County Board member. (Government Code 1098)

Disclosures made to law enforcement officials when reporting improper governmental activities are excepted from this prohibition. (Government Code 1098)

Legal Reference:

Education Code 35146

Evidence Code 1040

Government Code 1098, 7920.000-7931.000~~6250-6270~~, 54950-54963

Attorney General Opinions 80 Ops.Cal.Atty.Gen. 231 (1997)

Management Resources:

CSBA Publications, Professional Governance Standards for County Boards, October 2014

Websites

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

Adopted: June 29, 2017

Revised: June 27, 2023

Board Member Electronic Communication

The Yolo County Board of Education (“County Board” recognizes that electronic communication is an efficient and convenient way for County Board members to communicate and expedite the exchange of information within the Yolo eCounty eOffice of eEducation (“YCOE”) and with members of the public. However, electronic communications shall not used as a means for the County Board to deliberate outside of an agendized meeting, circumvent the public’s right to access records regarding YCOE business, or restrict access to a public forum.

A majority of County Board members shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

Examples of permissible electronic communications concerning COE business include, but are not limited to, dissemination of County Board meeting agendas and agenda packets, reports of activities from the Yolo County Superintendent of Schools (“Superintendent”), and reminders regarding meeting times, dates, and places.

To avoid inadvertently violating the prohibition of law against a serial meeting, a County Board member shall not forward any comments on an electronic communication received from another member regarding an issue within the subject matter jurisdiction of the County Board to any other member.

County Board members may engage in separate conversations or communications with members of the public on a social media platform to answer questions, provide information, or solicit information regarding a matter that is within the subject matter jurisdiction of the County Board, as long as a majority of the County Board does not use the platform to discuss among themselves any business of a specific nature that is within the subject matter jurisdiction of the County Board. A County Board member is prohibited from responding directly to any communication from other County Board members regarding matters that are within the subject matter jurisdiction of the County Board or using digital icons (e.g., "likes" or emojis) to express reactions to communications made by other County Board members. (Government Code 54952.2)

Whenever a County Board member uses a social media platform to communicate with the public about YCOE business or County Board activities, the County Board member shall not block access to a member of the public based on the viewpoint expressed by that individual.

County Board members may use electronic communications to discuss matters that are outside the jurisdiction of the County Board, regardless of the number of members participating in the discussion.

When communicating electronically, County Board members shall make every effort to adhere to the same standards and protocols established for other forms of communication. A County Board member may respond to an electronic communication received from a member of the community and should make clear that the response does not necessarily reflect the views of the County Board as a whole. As appropriate, complaints or requests for information shall be forwarded to the ~~County~~ Superintendent so that the issue may receive proper consideration and be handled through the appropriate YCOE process. Communication received from the media shall be forwarded to the County Board president and the ~~County~~ Superintendent.

To the extent possible, electronic communications regarding any County Board business shall be transmitted through a YCOE-provided device or account. When any such communication is transmitted through a County Board member's personal device or account, the County Board member shall copy the communications to a YCOE electronic storage device for easy retrieval.

Legal Reference:

Education Code, 1011

Government Code, ~~6250-6270~~7920.000-7931.000, 11135, 54950-54963

Court Decisions, Garnier v. Poway Unified School District, No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019) Knight First Amendment Institute at Columbia University v. Trump, 928 F.3d 226 (2019) City of San Jose v. Superior Court, (2017) 2 Cal.5th 608

Management Resources:

CSBA Publications, The Brown Act: School Boards and Open Meeting Laws, rev. 2019 Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017

Attorney General Publications, The Brown Act: Open Meetings for Legislative Bodies, 2003

Websites:

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

CSBA GAMUT Meetings:

<http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy>

California Attorney General's Office: <http://oag.ca.gov>

Adopted: June 29, 2017

Revised: May, 11, 2021, June 17, 2023

ROLE OF THE BOARD

The County Board of Education provides leadership and citizen oversight for educational programs and services operated by the county office of education (COE), including services provided to school districts and the community. The primary objective of the County Board is to work with the County Superintendent of Schools to establish the direction and priorities for the COE and to provide leadership to support the success of public education.

To fulfill its objective, the County Board shall:

1. Collaborate with the County Superintendent to ensure implementation of the shared vision, goals, and policies of the COE
2. Adopt and update policies for the Board's own governance and for programs under the statutory authority of the County Board
3. Ensure accountability for student learning in schools and programs under the statutory authority of the County Board
4. Adopt the annual budget and review interim reports of the County Superintendent
5. Fix the salary of the County Superintendent in accordance with law and Board Bylaw 9500
6. Acquire, lease, lease-purchase, hold and convey real property for the purpose of housing the offices and the services of the COE
7. Along with the County Superintendent, ensure a safe and appropriate educational environment for all COE students
8. Conduct appeals on the following actions by district governing boards: student expulsions; interdistrict transfer requests; denials, nonrenewals, or revocations of charter school petitions; and other matters when required by law
9. Maintain a cooperative and supportive working relationship with local school districts, their school boards, and the community
10. Conduct public hearings when appropriate
11. Fulfill responsibilities relating to the Local Control Funding Formula (LCFF), including adopting the COE local control and accountability plan (LCAP) and any revisions and updates to it

BB 9000(b)

ROLE OF THE BOARD (continued)

12. Consider petitions and provide oversight for charter schools approved by the County Board and fulfill other statutory responsibilities in connection with charter schools
13. Provide community leadership on educational issues and advocate on behalf of students and public education at the local, state, and federal levels

The County Board is authorized to establish, carry on, and finance any program or activity that is not in conflict with, inconsistent with, or preempted by law and does not conflict with the purposes for which the County Board is established. (Education Code 35160-35160.1)

Legal Reference:

EDUCATION CODE

- 1040 Duties and responsibilities; county boards of education
- 1042 County boards; authority
- 1240 Duties of county superintendent
- 1279 Disposal of personal property
- 1280 Budget revisions
- 33319.5 Implementation of authority of local agencies
- 35160 Authority of county boards
- 35160.1 Authority of county boards; legislative intent
- 47600-47616.5 Charter Schools Act of 1992, as amended
- 48919 Expulsion and appeals to county board
- 52066-52068 Adoption of local control and accountability plan

Management Resources:

CSBA PUBLICATIONS

- Professional Governance Standards for County Boards, October 2014*
- CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS
- County Board Member Handbook: A Guide to Effective Governance, 2015*

WEB SITES

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

Adopted: June 29, 2017
Revised: May 11, 2021

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

GOVERNANCE STANDARDS

The County Board of Education believes that its primary responsibility is to act in the best interests of every student in every school or program operated by the county office of education (COE). The County Board has commitments to parents/guardians, all members of the community, COE employees, and the state of California. The County Board is bound by laws pertaining to public education and the established policies of the COE. To maximize County Board effectiveness and public confidence in its governance, County Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

The County Board expects its members to work with each other and with the County Superintendent of Schools to ensure that a high-quality education is provided to all students in COE schools and programs and that high-quality services are provided to the community and to the school districts within the jurisdiction of the COE. Each individual County Board member shall:

1. Keep learning and achievement for all students as the primary focus
2. Value, support, and advocate for public education
3. Recognize and respect differences of perspective and style on the County Board and among staff, students, parents/guardians, and the community
4. Act with dignity and understand the implications of demeanor and behavior
5. Keep confidential matters confidential
6. Participate in professional development and commit the time and energy necessary to be an informed and effective leader
7. Understand the distinctions of authority between the County Board and the County Superintendent, and refrain from performing management functions that are the responsibility of the County Superintendent and staff
8. Understand that authority rests with the County Board as a whole and not with individual County Board members

County Board members also shall assume collective responsibility for building unity and creating a positive organizational culture. To operate effectively, the County Board shall have a unity of purpose and:

1. Keep focused on student learning and achievement, as well as the role of the COE in providing services to school districts and the community

GOVERNANCE STANDARDS (continued)

2. Work collaboratively with the County Superintendent
3. Communicate a common vision
4. Operate openly, with trust and integrity
5. Govern in a dignified and professional manner, treating everyone with civility and respect
6. Govern within the law and County Board-adopted policies and procedures
7. Take collective responsibility for the County Board's performance
8. Periodically evaluate its own effectiveness
9. Ensure opportunities for the diverse range of views in the community to inform County Board deliberations

Legal Reference:

EDUCATION CODE

1040 Duties and responsibilities; county boards of education

1042 County boards; authority

35160-35160.1 Authority of county boards

GOVERNMENT CODE

1090 Financial interest in contract

1098 Disclosure of confidential information

1125-1129 Incompatible activities

54950-54962 The Ralph M. Brown Act

87300-87313 Conflict of interest code

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

CALIFORNIA COUNTY BOARDS OF EDUCATION PUBLICATIONS

County Board Member Handbook: A Guide to Effective Governance, 2015

WEB SITES

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

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

Adopted: June 29, 2017

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

PUBLIC STATEMENTS

The County Board of Education recognizes the responsibility of County Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the county office of education (COE), and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding COE issues, County Board members are expected to respect the authority of the County Board to choose its spokesperson to communicate its positions and to abide by established protocols.

All public statements authorized to be made on behalf of the County Board shall be made by the County Board president or, if appropriate, by the County Superintendent of Schools or other designated spokesperson.

When speaking for the County Board, the spokesperson is encouraged to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the County Board's leadership.

When making public statements County Board members shall not disclose confidential information or information received in closed session except when authorized by a majority of the County Board. (Government Code 54963)

When speaking to community groups, members of the public, or the media, individual County Board members should recognize that their statements may be perceived as reflecting the views and positions of the County Board. County Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the County Board.

In addition, Board members who participate on social networking sites, blogs, or other discussion or informational sites are encouraged to conduct themselves in a respectful, courteous, and professional manner and to model good behavior for COE students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

Legal Reference:

GOVERNMENT CODE

6250-6270 California Public Records Act

54960 Actions to stop or prevent violation of meeting provisions

54963 Confidential information in closed session

Management Resources:

WEB SITES

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

PUBLIC STATEMENTS (continued)

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

Adopted: June 29, 2017

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION

The County Board of Education recognizes the importance of maintaining the confidentiality of information acquired as part of a County Board member's official duties. Confidential information shall be released only to the extent authorized by law.

Disclosure of Closed Session Information

A County Board member shall not disclose confidential information acquired during a closed session of a board meeting to a person not entitled to receive such information, unless a majority of the County Board has authorized its disclosure. (Government Code 54963)

For these purposes, Confidential information means a communication made in a closed session that is specifically related to the basis for the County Board to meet lawfully in closed session. (Government Code 54963)

The County Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or County Board policy, when the person is: (Government Code 54963)

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a County Board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of County Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

Other Disclosures

A County Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Such a disclosure may result in criminal prosecution. For these purposes, confidential information also includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the County Board member. (Government Code 1098)

Disclosures made to law enforcement officials when reporting improper governmental activities are excepted from this prohibition. (Government Code 1098)

DISCLOSURE OF CONFIDENTIAL/PRIVILEGED INFORMATION (continued)

Legal Reference:

EDUCATION CODE

35146 Closed session

EVIDENCE CODE

1040 Privilege for official information

GOVERNMENT CODE

1098 Public officials and employees re confidential information

6250-6270 Inspection of public records

54950-54963 Brown Act, especially:

54956.8 Open meeting laws

54956.9 Closed meeting for pending litigation

54957.5 Public records

54957.7 Reasons for closed session

54963 Confidential information in closed session

ATTORNEY GENERAL OPINIONS

80 Ops.Cal.Atty.Gen. 231 (1997)

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for County Boards, October 2014

WEB SITES

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

Adopted: June 29, 2017

YOLO COUNTY OFFICE OF EDUCATION
Woodland, California

BOARD MEMBER ELECTRONIC COMMUNICATIONS

The County Board of Education recognizes that electronic communication is an efficient and convenient way for County Board members to communicate and expedite the exchange of information within the county office of education (COE) and with members of the public. . However, electronic communications shall not be used as a means for the County Board to deliberate outside of an authorized meeting, circumvent the public's right to access records regarding COE business, or restrict access to a public forum.

A majority of County Board members shall not, outside of an authorized meeting, use a series of electronic communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the County Board. (Government Code 54952.2)

Examples of permissible electronic communications concerning COE business include, but are not limited to, dissemination of County Board meeting agendas and agenda packets, reports of activities from the County Superintendent of Schools, and reminders regarding meeting times, dates, and places.

To avoid inadvertently violating the prohibition of law against a serial meeting, a County Board member shall not forward any comments on an electronic communication received from another member regarding an issue within the subject matter jurisdiction of the County Board to any other member.

County Board members may engage in separate conversations or communications with members of the public on a social media platform to answer questions, provide information, or solicit information regarding a matter that is within the subject matter jurisdiction of the County Board, as long as a majority of the County Board does not use the platform to discuss among themselves any business of a specific nature that is within the subject matter jurisdiction of the County Board. A County Board member is prohibited from responding directly to any communication from other County Board members regarding matters that are within the subject matter jurisdiction of the County Board or using digital icons (e.g., "likes" or emojis) to express reactions to communications made by other County Board members. (Government Code 54952.2)

Whenever a County Board member uses a social media platform to communicate with the public about COE business or County Board activities, the County Board member shall not block access to a member of the public based on the viewpoint expressed by that individual.

County Board members may use electronic communications to discuss matters that are outside the jurisdiction of the County Board, regardless of the number of members participating in the discussion.

BOARD MEMBER ELECTRONIC COMMUNICATIONS (continued)

When communicating electronically, County Board members shall make every effort to adhere to the same standards and protocols established for other forms of communication. A County Board member may respond to an electronic communication received from a member of the community and should make clear that the response does not necessarily reflect the views of the County Board as a whole. As appropriate, complaints or requests for information shall be forwarded to the County Superintendent so that the issue may receive proper consideration and be handled through the appropriate COE process. Communication received from the media shall be forwarded to the County Board president and the County Superintendent.

To the extent possible, electronic communications regarding any County Board business shall be transmitted through a COE-provided device or account. When any such communication is transmitted through a County Board member's personal device or account, the County Board member shall copy the communications to a COE electronic storage device for easy retrieval.

*Legal Reference:***EDUCATION CODE***1011 Time and place of meetings***GOVERNMENT CODE***6250-6270 California Public Records Act**11135 State programs and activities, discrimination**54950-54963 The Ralph M. Brown Act, especially:**54952.2 Meeting, defined**54953 Meetings to be open and public; attendance**54954.2 Agenda posting requirements, county board actions***COURT DECISIONS***Garnier v. Poway Unified School District, No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019)**Knight First Amendment Institute at Columbia University v. Trump, 928 F.3d 226 (2019)**City of San Jose v. Superior Court, (2017) 2 Cal.5th 608**Management Resources:***CSBA PUBLICATIONS***The Brown Act: School Boards and Open Meeting Laws, rev. 2019**Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications, March 2017***ATTORNEY GENERAL PUBLICATIONS***The Brown Act: Open Meetings for Legislative Bodies, 2003***WEB SITES***CSBA: <http://www.csba.org>**CSBA GAMUT Meetings: <http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy>**California Attorney General's Office: <http://oag.ca.gov>*

Adopted: June 29, 2017

Revised: May, 11, 2021

YOLO COUNTY OFFICE OF EDUCATION

Woodland, California

9. SUGGESTED FUTURE AGENDA ITEM(S)

Description

- Update on EL RISE - Future meeting
- Facilities Update - Future meeting
- Status of Juvenile Hall - Cost and How many students (Requested by Trustee Moreno at Board Retreat)
- Presentation on health benefits stipend and access to boards - Do years of service count towards PERS (Requested by President Zendejas at Board Retreat)

10. ADJOURNMENT
