



YOLO COUNTY BOARD OF EDUCATION RETREAT MEETING

04/19/2024 09:00 AM

YOLO COUNTY OFFICE OF EDUCATION - 1280 Santa Anita Court, Suite 120,
Woodland, CA 95776
Davis Conference Room
Open Session - 9:00 AM

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

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

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

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- 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	6
1. Call to Order and Roll Call	7
2. Consider Approval of Virtual Participation of the Yolo County Board of Education Retreat Meeting by Vice President Armando Salud Ambriz due to Emergency Circumstances (AB 2449)	8
3. Indigenous Land Acknowledgement Statement	9
4. Pledge of Allegiance	10
5. Approval of Agenda Motion to approve Agenda.	11

2. PUBLIC COMMENT **12**

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.

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3. BOARD PRESIDENT WELCOME	13
4. PRESENTATION TO COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION ON REDISTRICTING AND TERRITORY TRANSFER 	14
For information.	
5. REVIEW THE MISSION AND VISION STATEMENT OF YOLO COUNTY OFFICE OF EDUCATION (YCOE) 	45
For information.	
6. YOLO COE RESERVES 	47
For information.	
7. FACILITIES UPDATE 	54
For information.	
8. ROADMAP TO THE FUTURE UPDATE 	75
For information.	
9. EFFECTIVE GOVERNANCE CONVERSATION AND AGREEMENTS 	85
For information & discussion.	
10. CONDUCTING A BOARD SELF-EVALUATION 	91
For discussion.	
11. TRAININGS, TRAVEL AND SUPPLY BUDGET 	93
For information and discussion.	
12. FUTURE AGENDA ITEMS 	108
For information and discussion.	
13. ADJOURNMENT	132

AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:

- One (1) 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 24 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.
- One (1) 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 one (1) business days prior to the meeting.

1. OPENING PROCEDURES

1. 1. Call to Order and Roll Call

1. 2. Consider Approval of Virtual Participation of the Yolo County Board of Education Retreat Meeting by Vice President Armando Salud Ambriz due to Emergency Circumstances (AB 2449)

Description

Motion to approve Virtual Participation of the Yolo County Board of Education Regular Meeting by Vice President Armando Salud-Ambriz due to Emergency Circumstances (AB 2449).

Emergency Circumstance (AB 2449) - A physical medical emergency that prevents a member from attending in person.

1. 3. Indigenous Land Acknowledgement Statement

1. 4. Pledge of Allegiance

1. 5. Approval of Agenda

Recommendation

Motion to approve Agenda.

2. PUBLIC COMMENT

Quick Summary / Abstract

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3. BOARD PRESIDENT WELCOME

Description

Board President Welcome and Team Building Exercise.

Contact Person

President Shelton will welcome trustees and Trustee Tico Zendejas will lead the team building exercise.

4. PRESENTATION TO COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION ON REDISTRICTING AND TERRITORY TRANSFER


Description

Presentation to the County Committee on School District Organization on Redistricting and Territory Transfer from David Soldani, Attorney from Atkinson, Andelson, et. al.

Recommendation

For information.

Supporting Documents

 Redistricting and Territory Transfers - YOLO CCSDO(34532238.2)

 Redistricting and Territory Transfers - YOLO CCSDO(34532238.2)

Contact Person

David Soldani, Attorney, Atkinson, Andelson, et. al. will present this item.

County Committee on School District Organization Duties and Responsibilities For Redistricting and Territory Transfers



David A. Soldani, Partner
Atkinson, Andelson, Loya, Ruud and Romo

YCCSDO
April 19, 2024

aalrr
Atkinson, Andelson
Loya, Ruud & Romo
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County Committee Role in Redistricting Following Decennial Census

- Under Education Code section 5019.5, school districts “shall adjust the boundaries” to maintain proportional population between trustee areas.
- Should a school district fail to do so by March 1 of the year following the release of the Census (March 1, 2032), the County Committee must make the change prior to April 30th BUT can charge the cost of the change to the school district.

Madera Unified Case and the role of the County Committee

- Plaintiffs in *Rey v. Madera* demanded \$1.8 million dollars from defendants, including the County Committee.
- Plaintiffs' Claim of \$1.8 million was reduced by the Court to \$162,500.
- The **Court dismissed the County Office of Education** from lawsuit finding that the County Office's failure to monitor the District's changing demographics and failure to take affirmative steps to change the District's election process did not amount to an "imposition" or "application" of an unlawful election method under the CVRA.
- The trial court's decision has been upheld on appeal.

Madera Unified Case

- Court found County Committee did not “impose” or “apply” a method of the election when it created the District in 1964
- Court found that CVRA does not impose an affirmative duty on the County Committee to act to prevent discriminatory election methods from being used
- ***Court found that the plaintiff’s act of filing a demand letter directed at the school district with the County Committee, did not place the County Committee on notice that the at-large method of election needed to be eliminated.
- **Future courts may find that a demand letter directed specifically at a County Committee could impose a duty to investigate and initiate process to change election method

County Committee Role in Approving a District's Map Plan and Election Change

- Education Code section 5019 requires the County Committee to “call and conduct at least one hearing in the district” prior to approval the proposal
- Before approving a proposal, the County Committee should be provided enough information from the district to demonstrate compliance with the CVRA, FVRA and FMA

New Laws Impacting County Committee Approval of Redistricting

- SB 442 – If CCSDO finds that approving a redistricting is “in furtherance of the CVRA” then its approval is final (prior to SB 442, the matter would be submitted to a vote or an SBE waiver would need to be obtained).
- AB 764 – Establishes specific criteria that must be utilized by public agencies including school districts and county offices of education in creating new maps and in adjusting maps post-census

AB 764 Criteria

- 1. To the maximum extent practicable, election districts shall be geographically contiguous.
- 2. To the maximum extent practicable, and where it does not conflict with being geographically contiguous, the geographic integrity of any neighborhood or local community of interest shall be respected in a manner that minimizes its division. A community of interest is defined as a population that shares common social or economic interests that should be included within a single election district. Characteristics of communities of interest may include, but are not limited to, shared policy concerns such as education, public safety, public health, environment, housing, transportation, and access to social services. Characteristics of communities of interest may also include, but are not limited to, cultural districts, shared socioeconomic characteristics, similar voter registration rates and participation rates, and shared histories. Communities of interest do not include relationships with political parties, incumbents, or political candidates.

AB 764

- 3. To the maximum extent practicable, and where it does not conflict with the preceding criteria, the geographic integrity of a city or census designated place shall be respected in a manner that minimizes its division.
- 4. To the maximum extent practicable, and where it does not conflict with the preceding criteria, election districts shall be bounded by natural and artificial barriers, by streets, or by the boundaries of the local jurisdiction. Election district boundaries should be easily identifiable and understandable by residents.
- 5. To the maximum extent practicable, and where it does not conflict with the preceding criteria, election districts shall be drawn to encourage geographical compactness in a manner that nearby areas of population are not bypassed in favor of more distant populations.

COUNTY COMMITTEE ROLE IN TERRITORY TRANSFER PETITION

CASE STUDY –

Stipulated Transfer between multiple school districts

Antioch/Brentwood/Liberty 2021

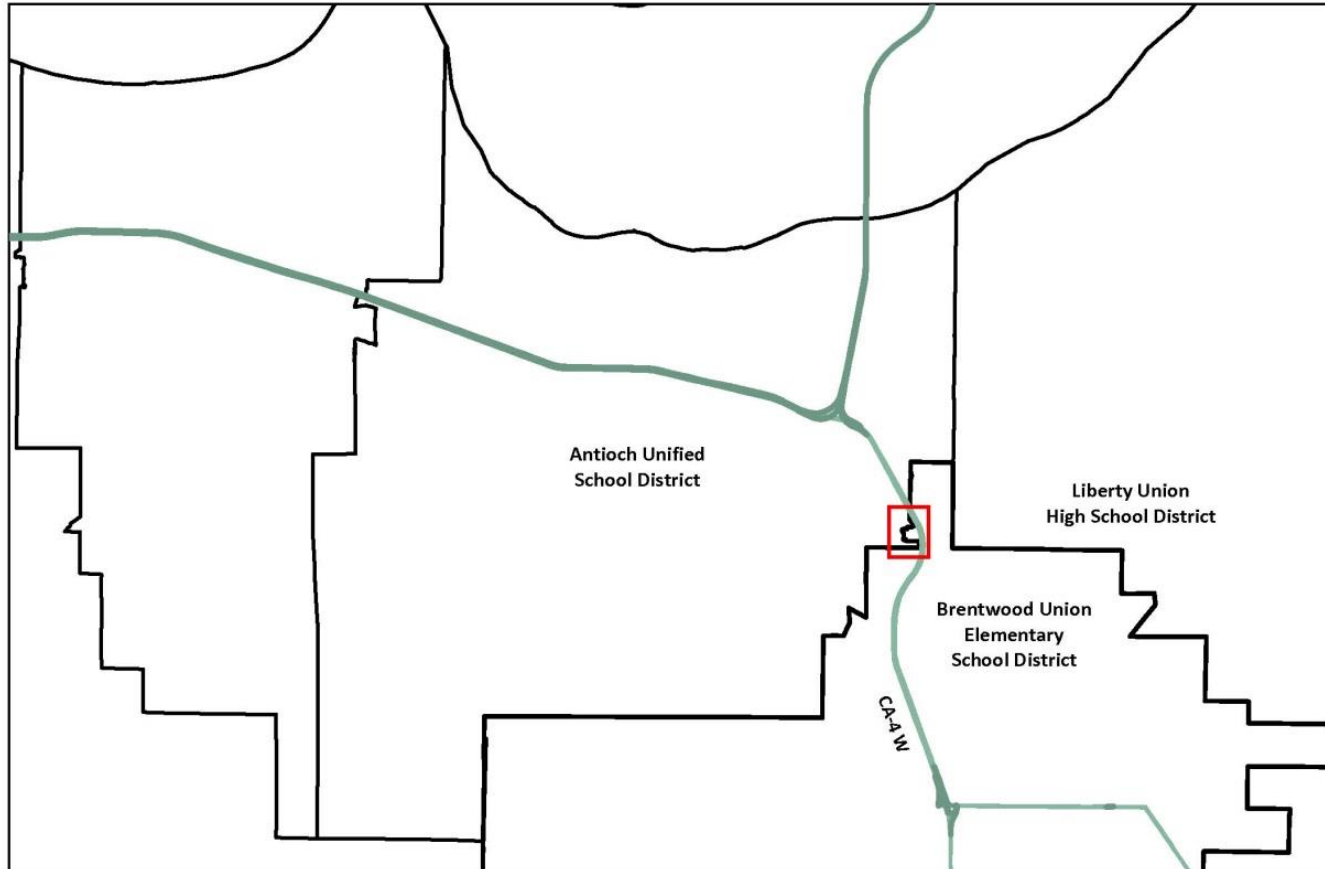
Background

- Joint Petition Filed May 24, 2021, and approved by the Governing Boards of Antioch USD, Brentwood SD and Liberty UHSD pursuant to Education Code 35700
- The territory is an uninhabited portion of the Park Ridge off of Country Hills Drive near CA-4 West
- The current boundary line dissects approximately 19 proposed lots in the development leaving confusion as to which school districts students from these lots would attend

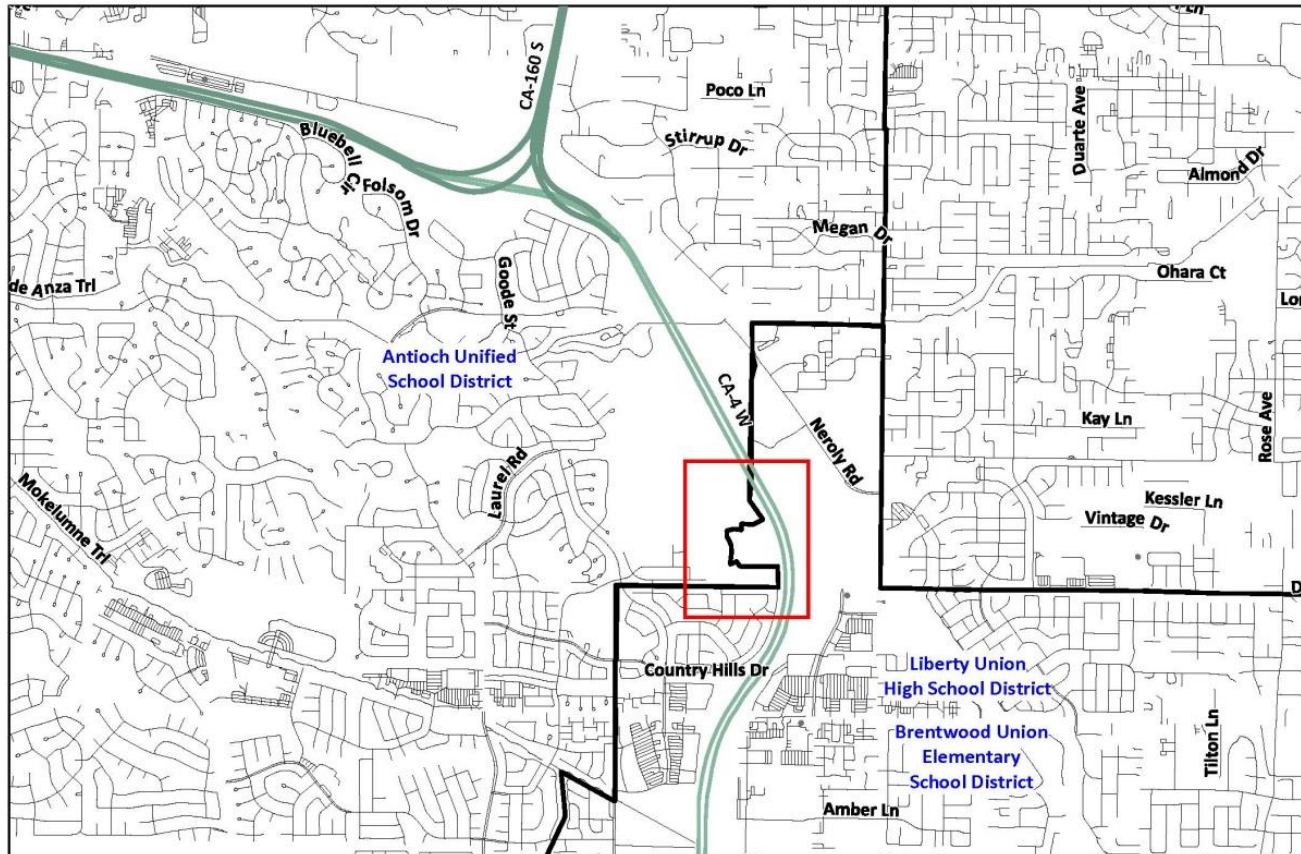
Background

- Working with the Developer of Park Ridge, a new boundary line is being proposed that assigns half of these dissected lots into AUSD (9) and the other half into BSD/LUHSD (10)
- Importantly, the new boundary line **ELIMINATES** all dissections of lots so that each lot is entirely within one territory or the other

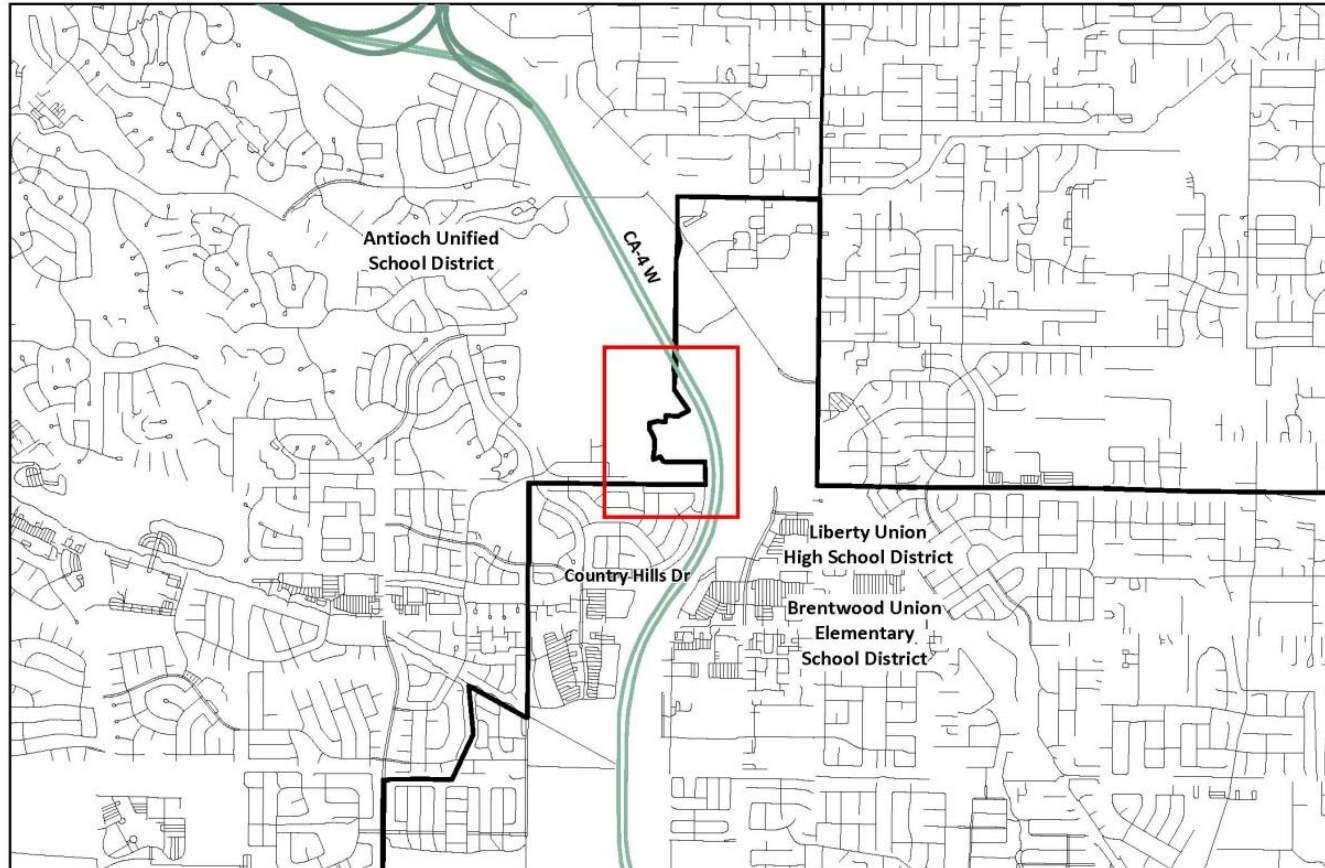
Maps



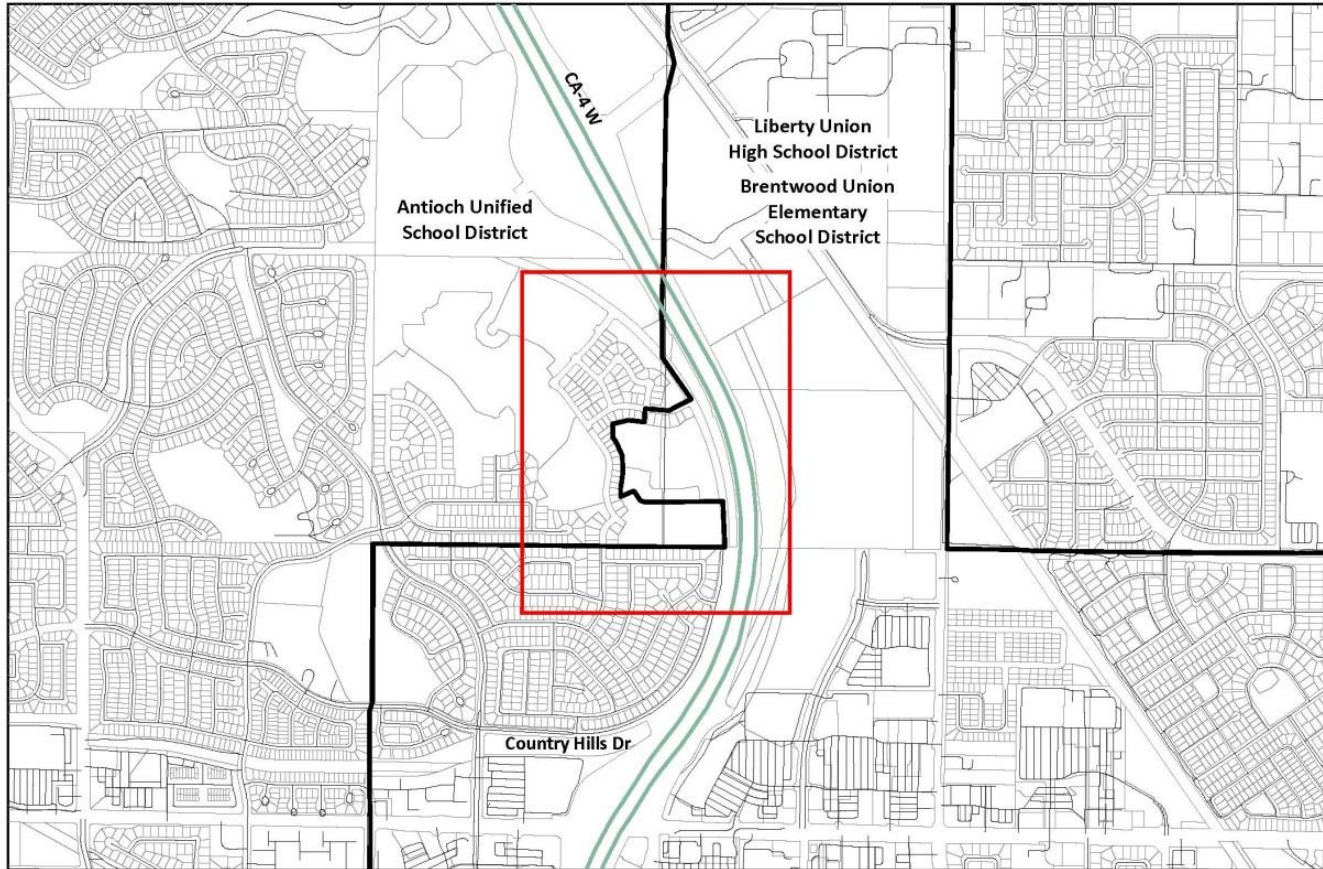
Maps (Continued)



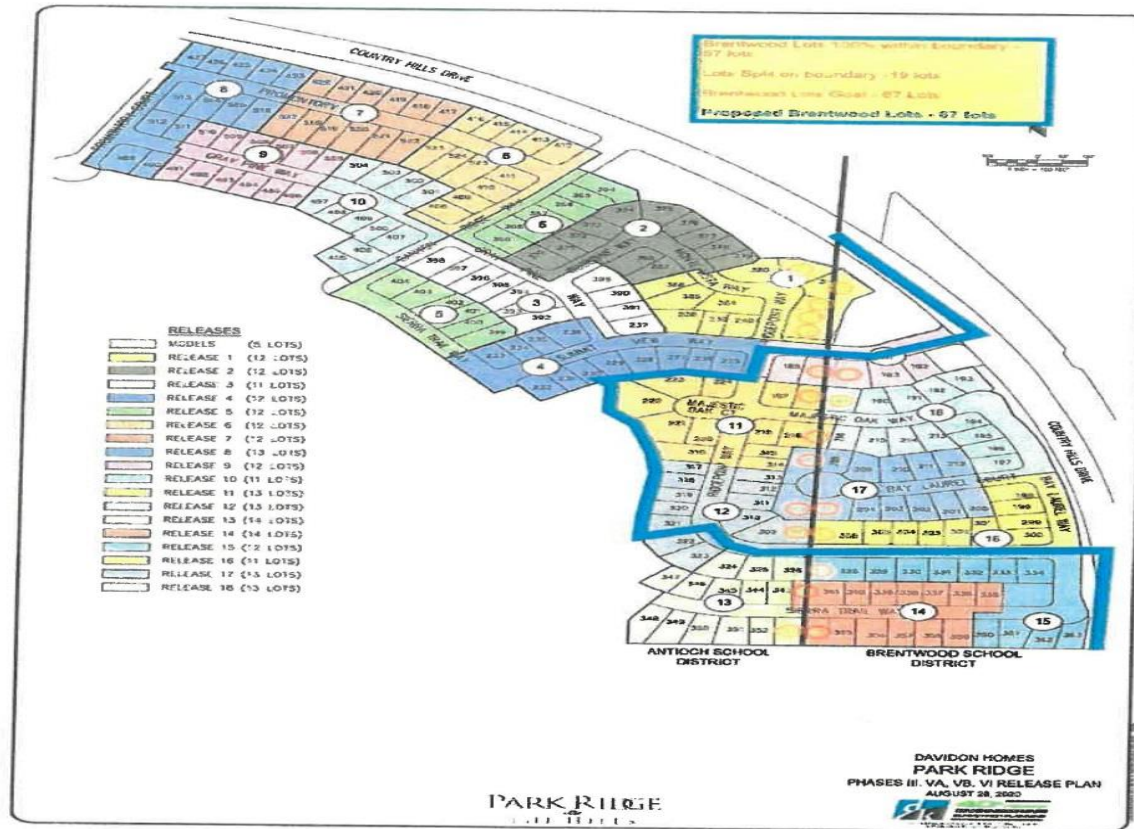
Maps (Continued)



Maps (Continued)



Maps (Continued)



9 Criteria Governing Territory Transfer

- **Criterion 1 – Adequate number of pupils (Ed. Code § 35753(1))**
- Guidance from Section 18573 of Title 5 of CCR stipulates that the resulting unified school district should have an enrollment of at least 1501 students and the remaining high school district, 301, and elementary district, 901.
- **PASSES because all three districts have sufficient enrollment and this transfer will not alter that**

9 Criteria Governing Territory Transfer

- **Criterion 2 – Community Identity (Ed. Code § 35753(2))**
- Guidance from Section 18573 of Title 5 of CCR indicates that in reviewing the new district factors such as isolation, geography, and distances between social centers and schools should be considered, along with community school and social ties.
- **PASSES since not applicable to this transfer. There is no existing community that will be divided and no new district will be created . Instead, this transfer assigns territory *prospectively* and as such, a new education community will arise around the proposed alignment**

9 Criteria Governing Territory Transfer

- **Criterion 3 – Equitable Division of Property and Facilities (Ed. Code § 35753(3))**
- No Division of Property or Facilities Implicated.
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 4 – Discrimination or Segregation**
- The proposed transfer of territory does not appear to create or promote any racial or ethnic discrimination since there are no current students (and thus no existing demographics) to divide. Moreover, due to the de minimis nature of the transfer, it would be statistically impossible to alter the demographic composition of either of the districts in any appreciable manner.
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 5 – Cost to State**
- No costs to the state will result from the transfer.
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 6 – Educational Programs of Existing and Proposed Districts**
- No impact due to educational programs due to the de minimis size of the transfer
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 7 - School Housing Costs**
- No impact due to the de minimis size of the transfer. There is sufficient room at existing facilities to accommodate the student population from this territory.
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 8 – Property Values**

- The transfer is being initiated to remedy the lot split, rather than increase property values. This is further bolstered by the fact that the division is fairly equal between the districts. In other words, the district is not moving ALL of the dissected lots into a single district, but is sharing the dissected and surrounding lots, equally amongst all impacted districts
- **PASSES**

9 Criteria Governing Territory Transfer

- **Criterion 9 – Fiscal Management of Fiscal Status**
- No impact due to the de minimis size of the transfer
- *** *The only financial impact is that the Antioch USD Community Facilities District will need to amend their territory to align with the new boundary. This process is underway but awaiting the County Committee's approval of the territory transfer prior to finalizing*
- **PASSES**

County Committee May *Still* Approve Even If It Determines That Fewer Than All 9 Criteria are Met

“[T]here is no requirement of disapproval when the conditions have not been met.”

Chapter 6 of the CDE School District Organization Handbook citing *Hamilton v. State Board of Education* (1981) 117 Cal.App.3d 132 and *Burch v. State Board of Education* (1998) LA Sup. Ct. Case No. B5034463

No Election Requirement Following County Committee Approval

- Approval does not trigger an election requirement in this case since the territory is uninhabited and the governing boards of each affected district have already consented (Education Code section 35709).
- Other exception is transfer involves less than 10% of the assessed valuation of the District from which territory is transferred AND both districts consent
- In all other cases, an election is required prior to finalize approval of the transfer

Question & Answer

Thank You

For questions or comments, please contact:

{ David A. Soldani }
{ (559) 225-6700 }
{ dsoldani@aalrr.com }
}

aalrr

Atkinson, Andelson
Loya, Ruud & Romo
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5. REVIEW THE MISSION AND VISION STATEMENT OF YOLO COUNTY OFFICE OF EDUCATION (YCOE)

Description

Review the Mission and Vision Statement of Yolo County Office of Education (YCOE).

Recommendation

For information.

Supporting Documents

 [YCOE-Strategic-Plan-One-Page-Overview-amp-nbsp-PDF](#)

Contact Person

Superintendent Garth Lewis will present this item.

YCOE Organizational Goals 2021-2025 Strategic Plan

Our Vision:
To be a model of excellence in educational service, innovation and impact.

Our Mission:
To provide inspiration, leadership, support, and advocacy that ensures equity and access to high quality education for all students.

Core Values

We Will:

- Stay Student-Centered
- Communicate Effectively
- Value Employees and Partners

Cultural Norms:

- Communications
- Respect
- Transparency
- Celebration

Equity Statement

We create and maintain a diverse, equitable, and inclusive work environment within our organization, and pursue educational equity in serving the children, youth, and families of Yolo County.



Goal One



Create a countywide transitional kindergarten to grade 16 initiative that will cohesively, effectively, and sustainably improve student outcomes in Yolo County in the areas of:

- Grade level literacy;
- College, career, and civic readiness;
- Social-emotional health and well-being.

Goal Two



Innovate and collaborate with school districts to close access and opportunity gaps to support the success of students:

- Implement programs, strategies, and practices that will help achieve Racial Equity Educational Outcomes;
- Increase access to Childcare and Pre-school experiences;
- Ensure high quality childcare and preschool programming for all;
- Increase inclusive learning environments for students with special needs.

Goal Three



Engage YCOE students in model education programs in order to ensure they are college and career ready

Goal Four



Increase and sustain innovative and effective practices in administrative services (operations, business, and technology) while delivering high quality and responsive services.

Goal Five



Recruit, retain, and develop a high quality and diverse YCOE team.

6. YOLO COE RESERVES

Description

Power Point presentation on Yolo COE Reserves.

- Impact of increasing reserve level
- Comparison to other COEs

Recommendation

For information.

Supporting Documents



FINAL Retreat Slides 04.19.24 (002)

Contact Person

Veronica Coronado, Associate Superintendent, Administrative Services will present this item.

Yolo COE Reserves

Board Retreat – April 19, 2024



General Fund Balance Components

	2023/24 Second Interim	2024/25 Projection	2025/26 Projection
Total Revenues	34,696,387	32,370,054	32,393,074
Total Expenditures	<u>39,383,764</u>	<u>32,421,656</u>	<u>32,736,723</u>
Net Increase (Decrease)	(4,687,378)	(51,602)	(343,649)
Ending Fund Balance	9,288,592	9,236,990	8,893,341
Nonspendable/Restricted	1,893,340	1,777,541	1,661,637
Committed	258,191	258,191	258,191
Assigned	5,955,548	6,228,608	5,991,410
Reserve for Economic Uncertainties @ Required 3%	1,181,513	972,650	982,102
<i>Add'l needed to increase to 5%</i>	787,675	648,432	654,734
<i>Add'l needed to increase to 6%</i>	1,181,513	972,650	982,102



Unrestricted Assignments Detail

Restricted Technology	202,055
MAA	897,593
Energy Efficiency	20,288
Testing (CELDT, STAR, CAHSEE)	1,435
Energy Conservation Project	300,000
Santa Anita Facility Reserves	127,416
LCAP Differentiated Assistance allowance districts	869,491
Instructional Materials	49,746
Alternative Education	120,984
Facilities and Equipment Reserve	1,100,000
Vehicle Fleet Reserve	75,000
Budget Stabilization	531,012
Fiscal/COE Oversight Reserve	195,000
Insurance/Risk Management Reserve	150,000
Leave Accrual	25,000
OPEB Liability Reserve	130,000
Technology Infrastructure Upgrade (1728)	274,470
Future Deficit Spending	680,000



Comparison to Other COEs

COE	Economic Uncertainty Reserve %*	CA County Supts Class (per ADA)
Butte	2%	V
El Dorado	3%	IV
Napa	7%	V
Placer	3.4%	III
Solano	3.5%	IV
Sutter	5%	V
Yolo	3%	V

Average Reserve Level = 3.84%

*As of 2023-24 Second Interim



Other Considerations

- **Pension Contributions Commitment**

- \$258,191 was committed in October 2023 for potential STRS/PERS increases in 2023/24.
- The STRS/PERS projected increases are already built into the multi-year projection.
- Projected increases are not as steep as they were in prior years.
- Should this annual commitment continue annually?



THANK YOU



7. FACILITIES UPDATE

Description

YCOE Facilities Update.

Recommendation

For information.

Supporting Documents



Board retreat facilities presentation (002)

Contact Person

Matt Juchniewicz, Director, Support Operations Services will present this PowerPoint.

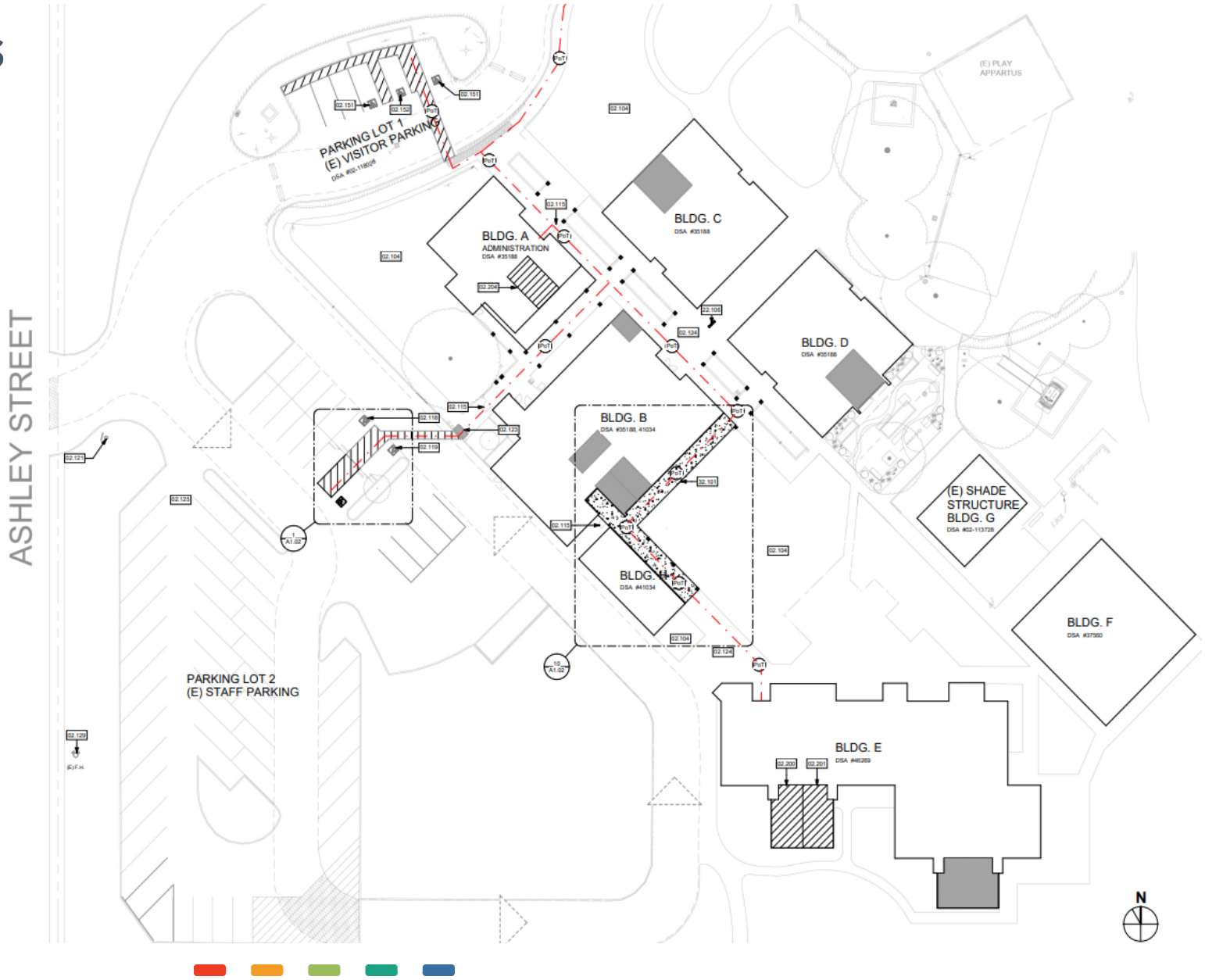
YCOE Board of Education Retreat

4/19/2024

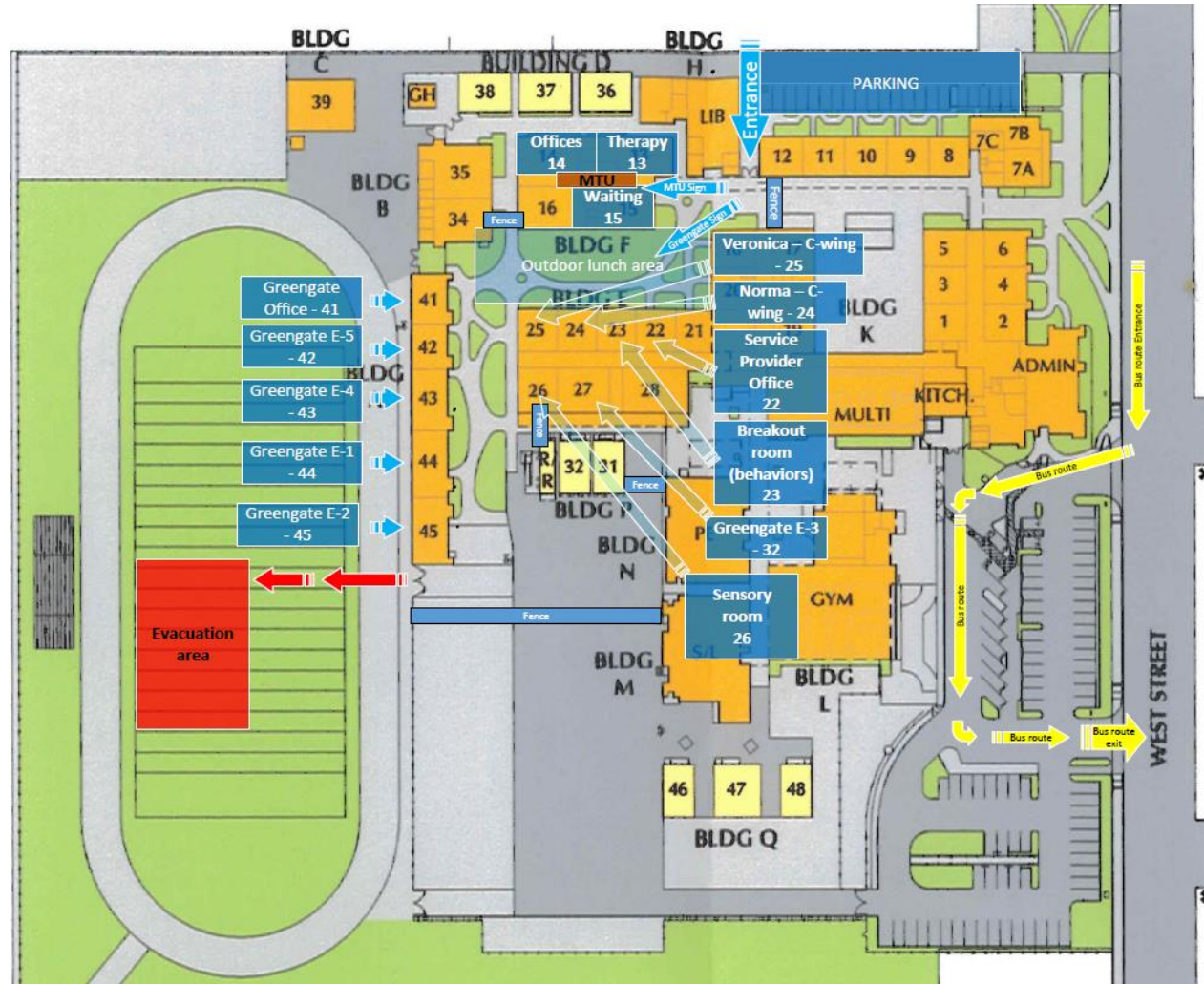


Greengate Renovations Scope of work

- Complete re-roof and repairs of all gutters
- Renovation of staff restrooms in office
- Renovation of student restrooms in E-1 and E-2
- ADA work across site
- Removal of non-compliant structures
- Removal of F-wing



Greengate Extended School Year Plan



Greengate Update

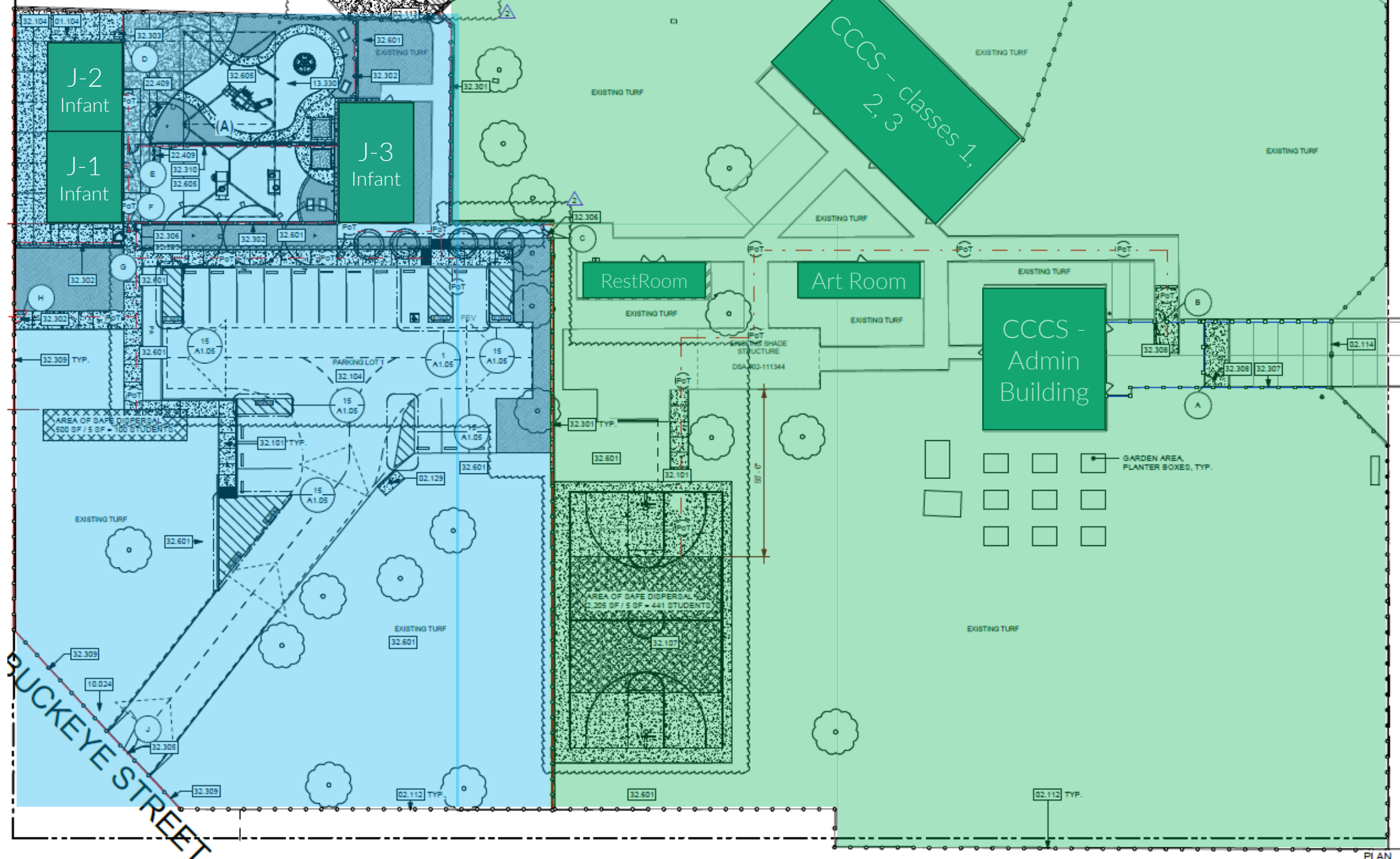
- We submitted for a facility hardship Project under the financial hardship umbrella utilizing the School Facility Program
- We are still waiting on final grant amounts and are *hoping* to get on the May state allocation board meeting
- After hours work is starting May 6th



Cesar Chavez Outdoor Learning & ECE Expansion Project: Scope of work

- CCCS
 - Full size regulation basketball court
 - Garden boxes
 - Security cameras and access control (modernized) site-wide
 - Redesigned (safe) school entrance
- ECE
 - Establishing new ECE site
 - Adding 2 new classrooms (Preschool)
 - Modernizing former class # 4 to house Infant/toddler class
 - Adding (2) age-appropriate playgrounds
 - Expanding parking
 - Fencing
 - Cameras





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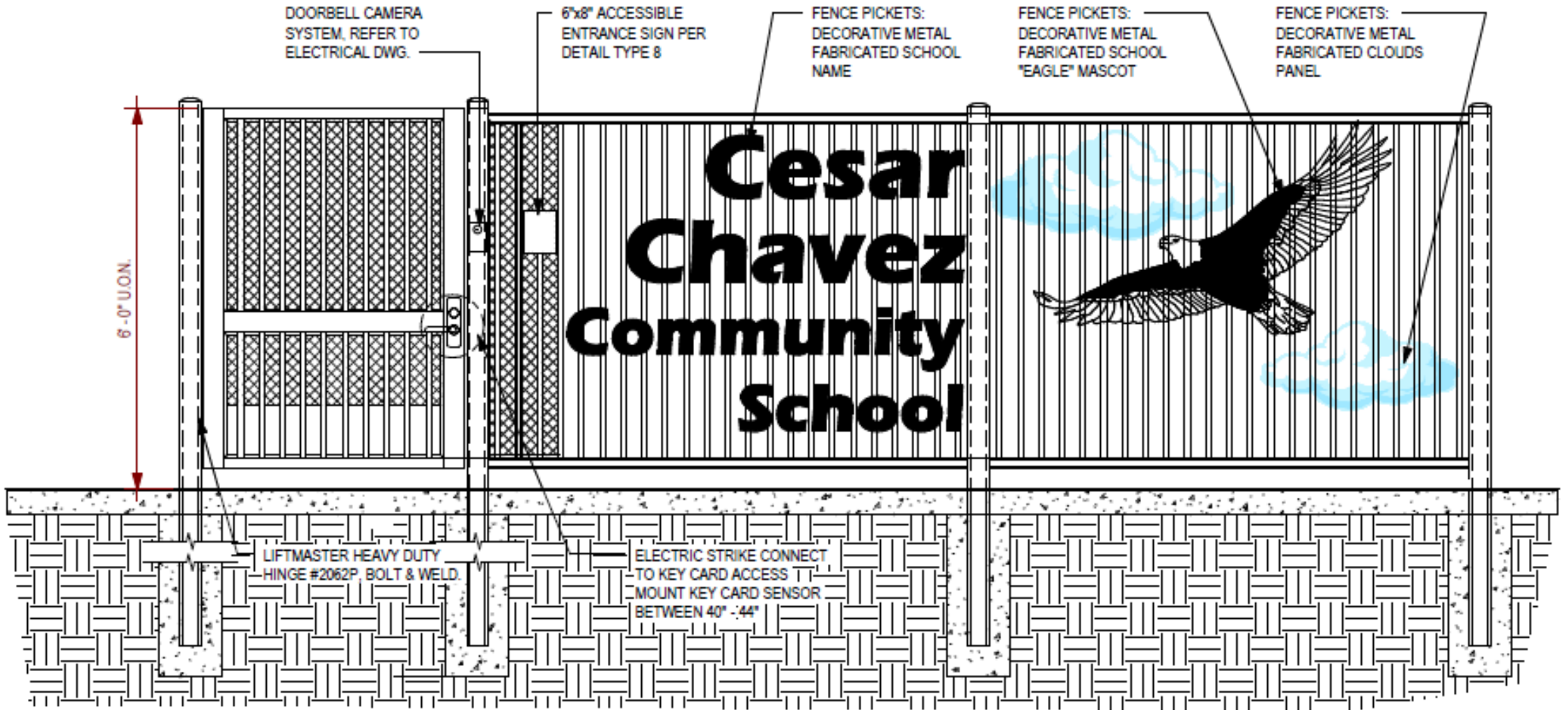
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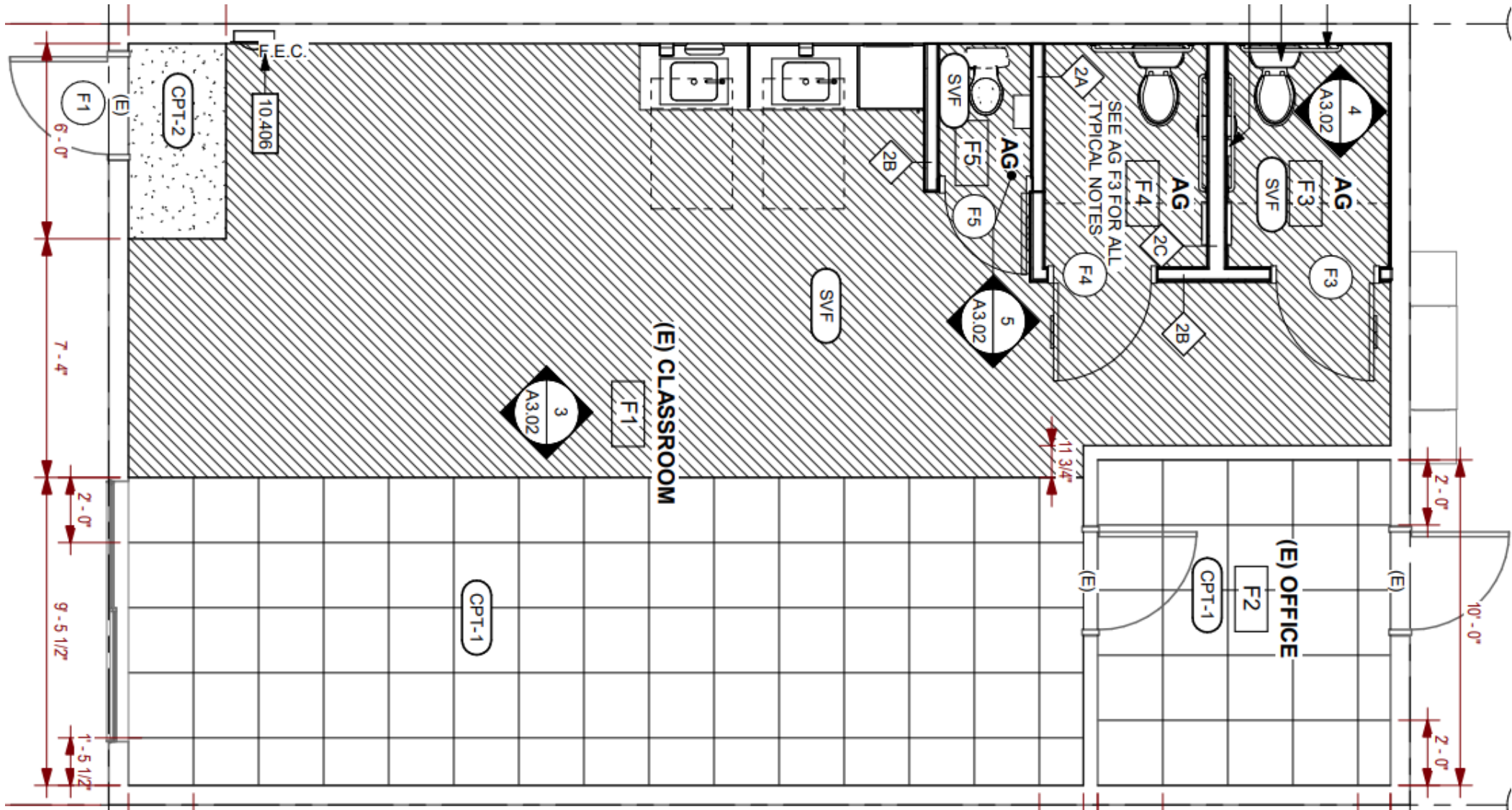
PLAN NORTH

NOTE:

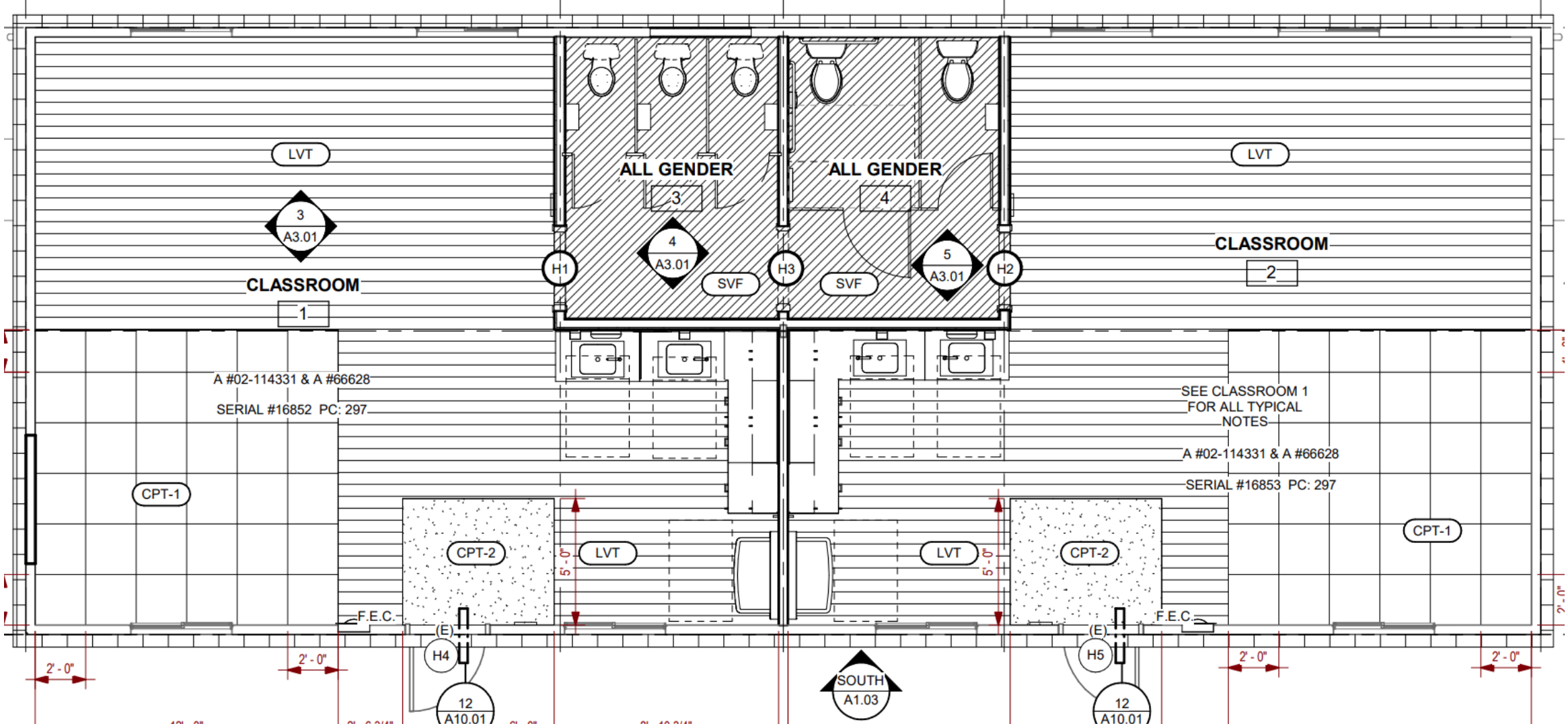
- 1. LASER CUT ALL FIGURES AND GRIND EDGES SMOOTH
- 2. DESIGN TO BE POWDER COATED 1/8" PLATE STEEL
- 3. DESIGNS TO BE PROVIDED BY ARCHITECTS ON REQUEST.



Infant/Toddler Classroom J-1



Preschool Classrooms J-2 and J-3



ECE Preschool Playground



2-5 Play Yard



ECE Infant Playground



Toddler Area



Construction update – CCCS/ECE



Cesar Chavez Outdoor Learning & ECE Expansion Project – how does this effect student achievement?

- CCCS
 - Move to a (push-in) service model with special education services
 - Special education is no longer housed in the office
 - This made room for our Chavez Extension program to move into the admin office
 - Reduces the need to escort attendees across campus
 - Reduced unnecessary square footage, therefore reducing the financial pressure on M+O costs
 - Creating a safe campus for students and staff



Cesar Chavez Outdoor Learning & ECE Expansion Project – how does this effect student achievement?

- **ECE**
 - Adding a YCOE owned location
 - Co-locates a high school program and infant/toddler/preschool care center
 - Provides room for expansion
- **Special Education**
 - Relieves much needed space tensions at Greengate
 - Provides room for future expansion with the removal at F-wing

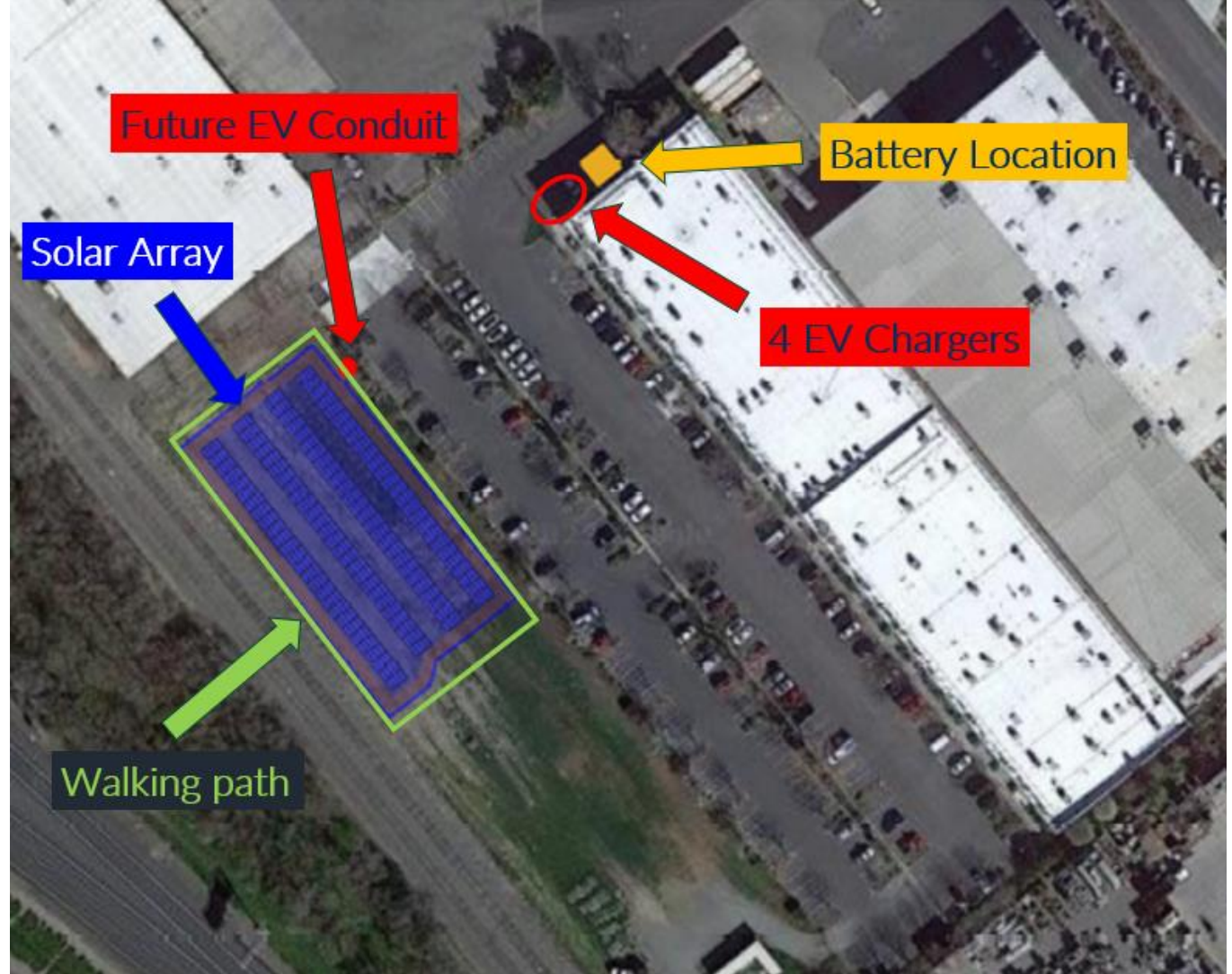


Powering Future Generations: The Yolo County Schools Resiliency and Sustainability Project

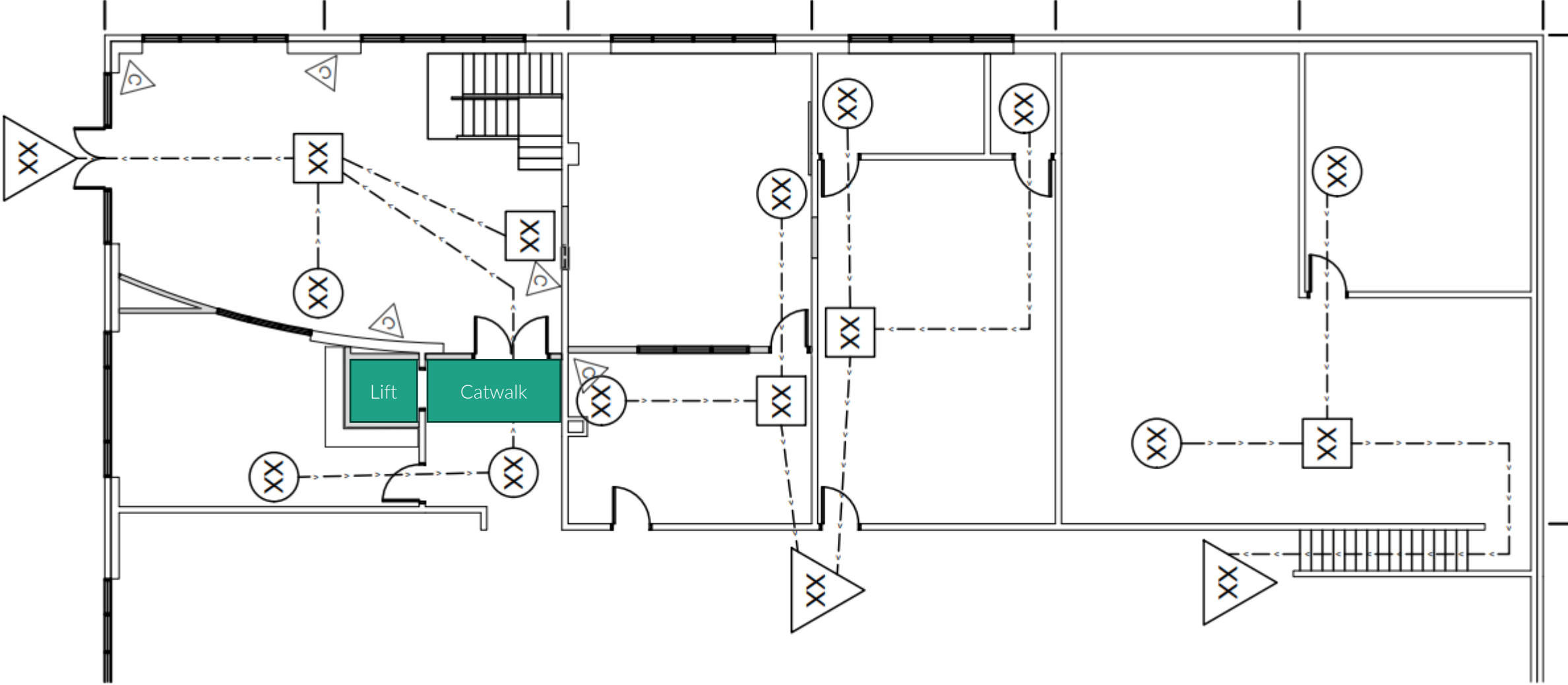
Building	CalSHAPE (AB841)	BAS/ Controls	CO2 Sensors	PM 2.5 (Suite 190)	HVAC Rejuvenation	HVAC Replacement	Plug Load	Window Film	Building Envelope	Solar	Battery Storage	EV Chargers
Santa Anita		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Greengate	✓	✓	✓		✓	✓	✓	✓	✓	✓		
Chavez	✓	✓	✓		✓		✓	✓	✓	✓		
Plainfield		✓	✓						✓			
Esparto		✓	✓									
Lemen		✓	✓									



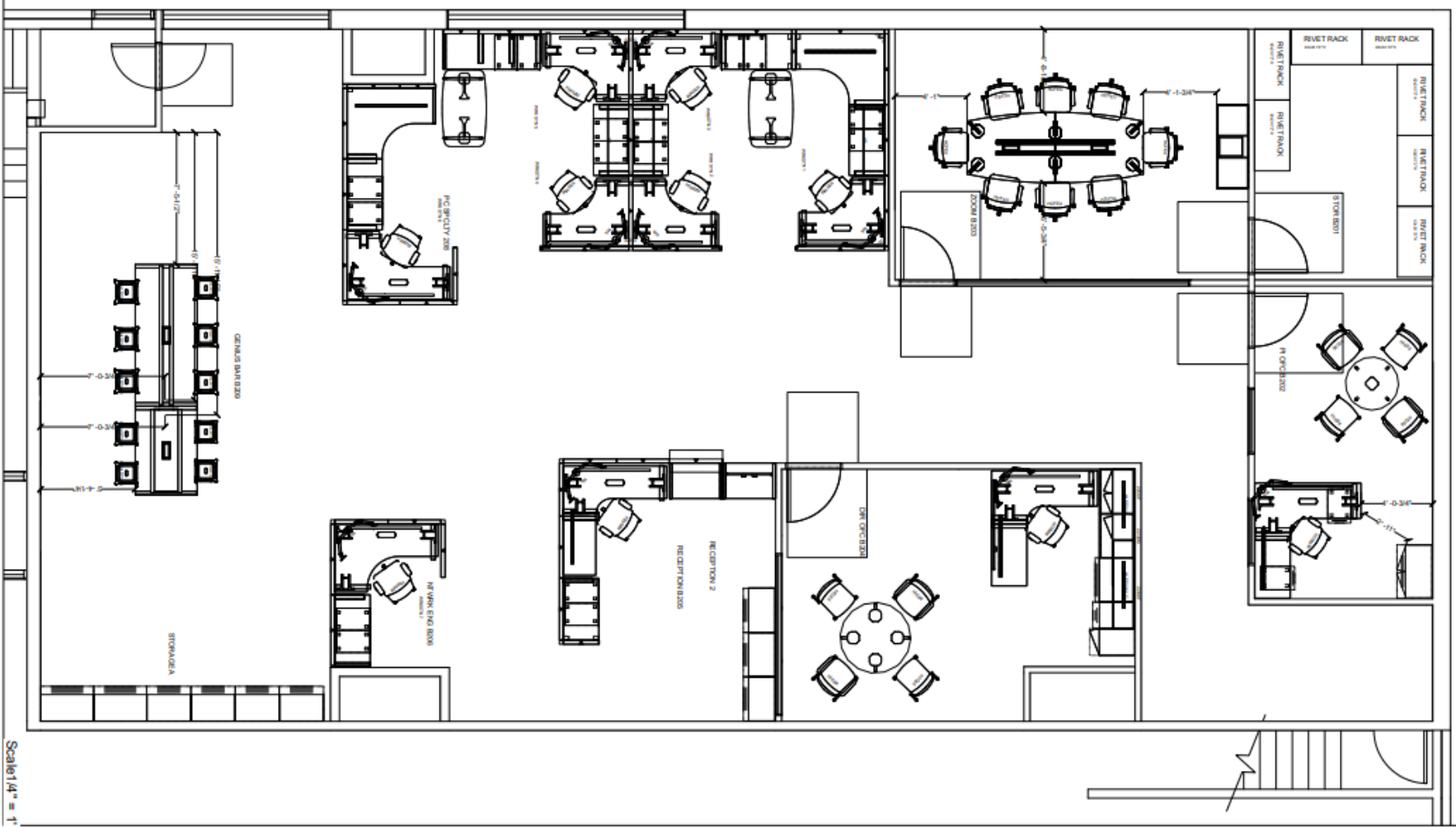
- Financing
 - Contracts are signed and we are proceeding with the next phase of financing
- Construction
 - We are beginning the planning phase of construction including topographic, geotechnical, underground surveys, etc.



Santa Anita ADA and Entrance Hardening project



Santa Anita ADA and Entrance Hardening project



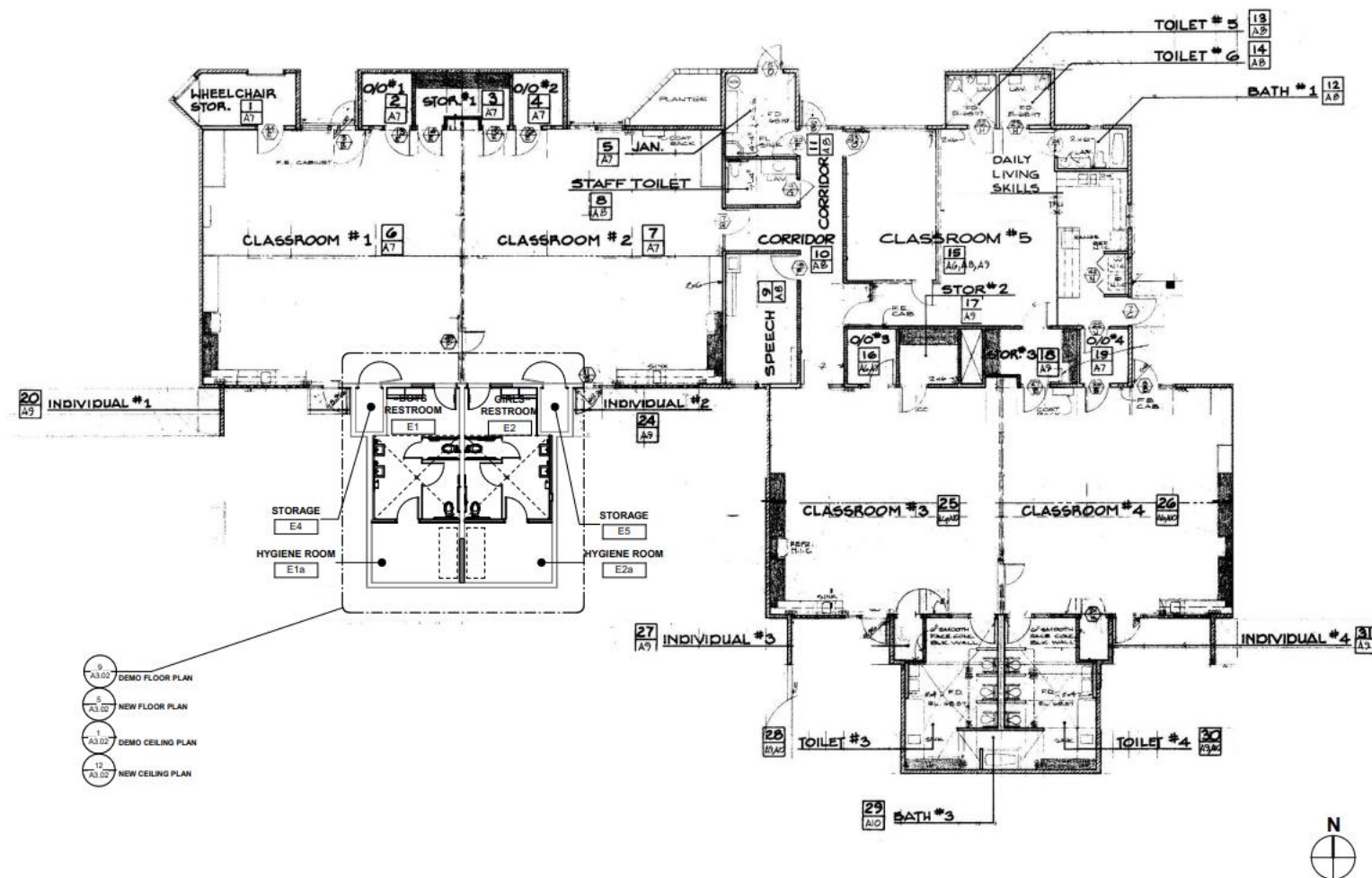
Montgomery “tot lot”

- Completed in the last week



Future Greengate Modernization Project

- Eligibility submitted; regulations show we only qualify for \$1.5 million
- We are working on a beyond bond authority resolution to start the process for application for funding for a design apportionment



8. ROADMAP TO THE FUTURE UPDATE

Description


Update on the Roadmap to the Future.

Recommendation


For information.

Supporting Documents

 Roadmap Presentation Board 04192024

 Roadmap Presentation Board 04192024

 Guiding Principles & Shared Priorities

 Overview-of-Outcomes

Contact Person

Superintendent Garth Lewis and Deputy Superintendent Maria Arvizu-Espinoza will present this item.

**ROADMAP
TO THE
FUTURE**

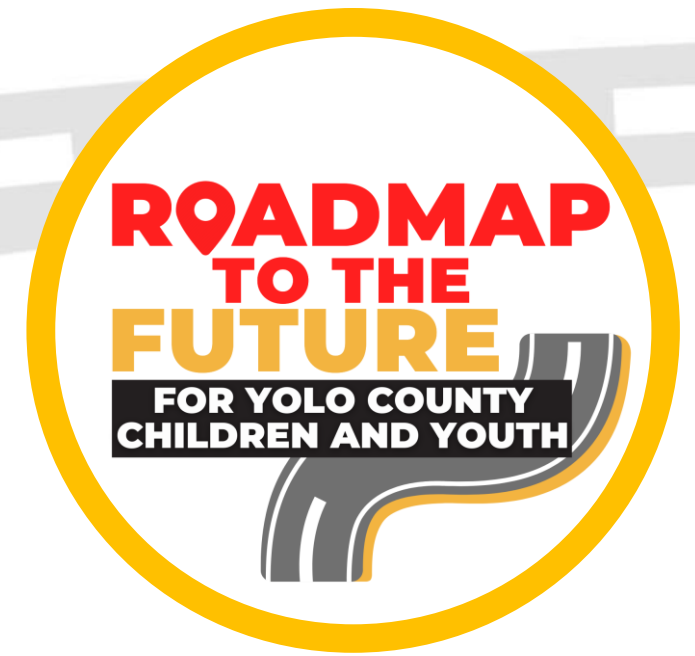
The graphic features a stylized, winding road in shades of grey and yellow, curving upwards and to the right. The text 'ROADMAP TO THE FUTURE' is prominently displayed in the upper left, with 'ROADMAP' and 'TO THE' in red and 'FUTURE' in yellow. The background includes a large yellow L-shaped bar on the left and a red L-shaped bar on the right.

**FOR YOLO COUNTY
CHILDREN AND YOUTH**

Roadmap to the Future Update
April 19, 2024

ROADMAP TO THE FUTURE

- The **Roadmap to the Future** is a long-term plan to help effectively coordinate the services, supports and opportunities children, youth and families in Yolo County need to thrive.



Items to be delivered include:

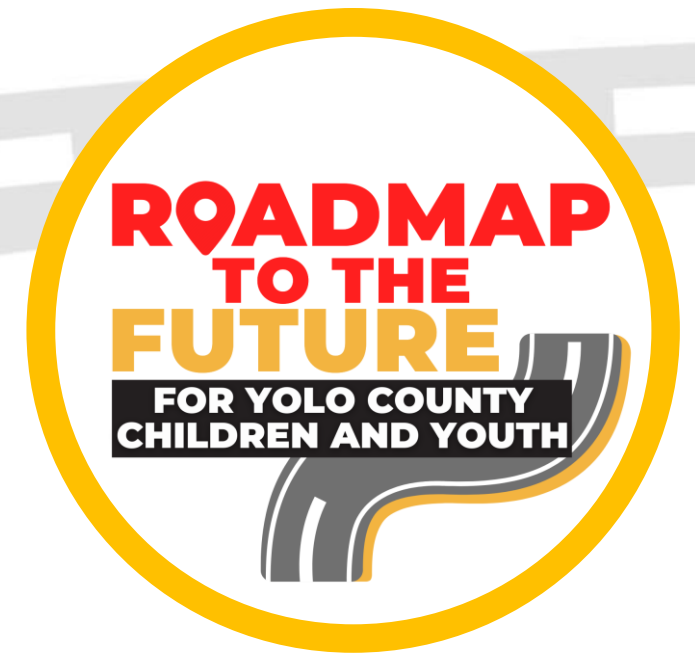
- Community assets & services mapping
- Community engagement process
- Youth development framework
- Needs assessment final report

Four shared priorities

- Quality Childcare, Early Learning and TK12
- Mental Health & Wellness
- Welcoming Beacons of Community Life
- Thriving in Young Adulthood

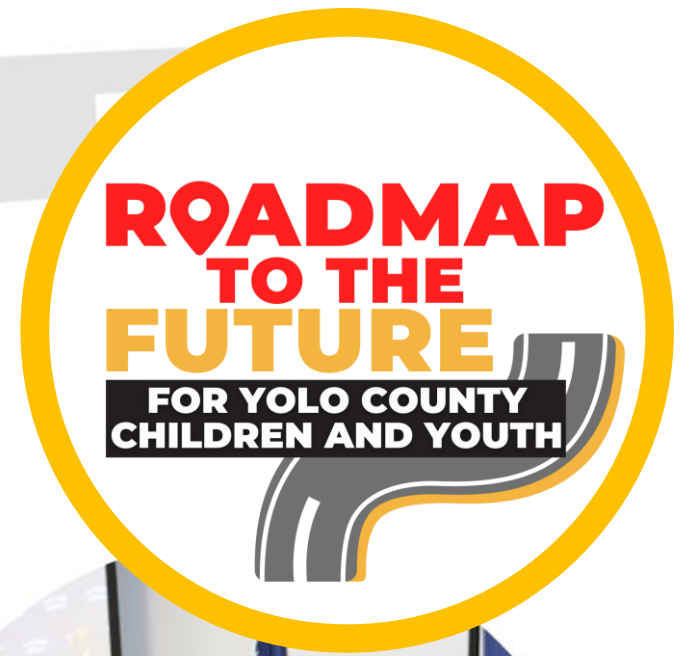
NEEDS ASSESSMENT UPDATE

- YCOE is working with **WestEd** to produce a countywide needs assessment on children, youth and families due in June 2024.
- To support the development of the needs assessment, we formed an **Advisory Committee** composed of diverse voices to advise on the plan and process.
- The needs assessment will be used by the Board of Supervisors to allocate \$2.2 million in American Rescue Plan funding reserved for priority needs for children and youth.



OUR GUIDE TO SUCCESS

- As a result of the **Roadmap to the Future**, YCOE is building a system of support for children, youth and families throughout Yolo County with the support of various partner organizations.



- Strengthening Alignment in our Approach to the Services We Provide
- Enhancing Collaboration
- Building Coherence



LOOKING AHEAD



**Needs Assessment
Final Report
June 2024**



**Roadmap
Champions
Session**



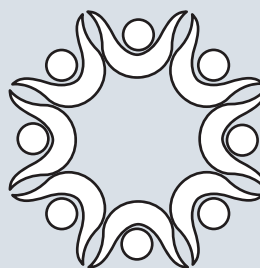
Summits & Workgroups

- Whole Child Summit
- Child Development Conference

Guiding Principles



SHARED PRIORITIES



1
**Quality
Childcare, Early
Learning, and
TK12**

2
**Mental Health
and Wellness**

3
**Welcoming
Beacons of
Community Life**

4
**Thriving in
Young
Adulthood**



Examples of Work include:

- Childcare Networks
- Expanded Learning Opportunities

Examples of Work include:

- School Based and Early Childhood Mental Health Services

Examples of Work include:

- Full-Service Community Schools

Examples of Work include:

- Internships and First Generation Support

Roadmap to the Future: Overview of Outcomes

Vision: Being born, cared for, and educated in Yolo County is an advantage for each child and youth.

Mission: To develop, implement and consistently evaluate a long-term plan to help effectively coordinate the services, supports, and opportunities children, youth, and families in Yolo County need to thrive, as well as establish a shared framework to ensure their healthy development.

Background: On June 27, 2021, 21 local Yolo County elected leaders co-authored an opinion editorial in local newspapers (*The Davis Enterprise, Winters Express*) entitled “Mapping the Future for Yolo County Youths.” The op-ed called for development of a long-term plan to confront the issues of poverty and physical and mental health facing Yolo County children and youth, which are exacerbated because of the COVID-19 pandemic. Following the op-ed, Yolo County Supervisor Jim Provenza, Yolo County Assessor, Clerk-Recorder and Chief Election Official Jesse Salinas, Yolo County Superintendent of Schools Garth Lewis, and Yolo County Supervisor Lucas Frerichs (then City of Davis Vice-Mayor), convened Yolo County leaders to determine next steps, which resulted in a request for \$450,000 from Yolo County, the Yolo County Office of Education (“YCOE”), all four cities in Yolo County, and the five school districts to develop a “Roadmap to the Future” for Yolo County children, youth, and families. The Roadmap to the Future consists of four phases led by YCOE with support from community partners and consultants. The deliverables for each phase form the foundation for development of a long-term plan with measurable objectives and actions.

Identified Need: The Roadmap to the Future will inform the long-term, collaborative efforts of organizations and agencies across Yolo County to invest in efforts to ensure the healthy development of Yolo County children, youth, and families. A countywide plan with measurable objectives and actions to guide this collaboration does not currently exist. YCOE will collect data and existing services and community assets, as well as conduct a needs assessment, to provide decisionmakers with the information necessary to develop a comprehensive source of online information about community assets and services for the first time in Yolo County, as well as a long-term plan to guide improvements to the support system. The Roadmap to the Future aligns with Yolo County’s [2020-2025 Strategic Plan](#) goal of “Thriving Residents”, specifically the outcome to reduce economic and educational disparities while building resiliency for vulnerable children and their families.

Phase 0 [Completed]: YCOE led three virtual Children, Youth and Family Convenings from August 2021-February 2022 in Phase 0 to develop the principles and shared priorities that continue to guide the path of the Roadmap to the Future. Over 50 elected officials and community leaders attended the virtual convenings, which served to develop the principles and shared priorities to guide the project. A grant from the James B. McClatchy Foundation provided funding for the convenings.

Phase 1 and Phase 2 [In Progress]: YCOE is currently implementing Phase 1 and Phase 2 of the Roadmap to the Future, which consists of three components: 1) community asset and service data collection and mapping; 2) needs assessment, including a child and youth development framework; and 3) final report. Phases 1 and 2 also will include a robust community engagement strategy to seek feedback on these components, including community meetings and outreach to people who may not have the resources to attend meetings but may be interested in providing feedback. This outreach will provide an opportunity for YCOE to verify information about community assets and services, seek additional information, and gather feedback from community members on both strengths and gaps in the system of support.

The following provides a brief description of each component in Phase 1 and Phase 2:

1. **Community Assets and Services Data Collection and Mapping:** The community assets and services data will provide information about the existing system of support for children, youth, and families in Yolo County, including county-wide services and services provided within homes. The project team will create a map for each the five Yolo County Supervisorial districts to allow the community to review and validate the type and location of current community assets and services. YCOE will include a summary of the data, divided into categories for ease of use, and all completed maps in a final report.

***How it will be used:** The community assets and services data and maps will help identify existing community assets and services for children, youth, and families in Yolo County, which will serve as the foundation for the needs assessment and an eventual community online tool.*

2. **Needs Assessment:** YCOE will conduct a needs assessment to identify community assets and services in which the community should invest to help support children, youth, and families. The needs assessment will include the collection of demographic data to show areas where children and youth 0-24 may need support in relation to the location of existing community assets and services. The needs assessment will include a child and youth development framework to outline key developmental milestones prenatal through 24 years of age, including milestones related to a child or youth's physical, social, educational, cultural, organizational, and economic development. The needs assessment will help identify strengths, gaps, and overlap in assets within the community, the results of which YCOE will describe in detail in the final report.

***How it will be used:** The needs assessment will help identify strengths, gaps, and overlap in community assets and services within the community. The child and youth development framework will provide the foundation to assess the adequacy of the support system for children and youth in Yolo County. By describing key milestones, the project team can match assets to milestones and evaluate strengths and gaps in the support system. The needs assessment will therefore allow decisionmakers to make data-informed decisions to maximize opportunity, avoid duplication, and prioritize transformational projects when allocating funding or making other relevant decisions to improve outcomes for children and youth.*

3. **Final Phase 1 and Phase 2 Report:** YCOE will produce a final report describing the community asset and service data and the needs assessment. YCOE may also provide recommendations to consider for Phase 3 as part of this report, including development of a long-term plan with measurable objectives and actions.

***How it will be used:** The report will describe the process through which YCOE collected the community assets and services data and the results of the needs assessment, including the results of the community outreach effort.*

Phase 3 [Not Initiated]: Phase 3 will include development of the community online tool and the long-term plan to inform future investment and improvements to the system, but YCOE has not determined which agency or agencies will lead this phase or identified funding. The approach to Phase 3 also may change because of community feedback received during Phase 1 and 2. YCOE will work with Yolo County and the Children, Youth and Families American Rescue Plan (ARP) Workgroup to develop a scope of work for Phase 3 once Phase 1 and Phase 2 are complete.

Yolo County Office of Education Roles and Responsibilities: During Phase 1 and Phase 2 of Roadmap to the Future, YCOE and partners will review existing plans, collect data, coordinate with the Children, Youth, and Families ARP Workgroup, and conduct community engagement meetings to collect data on existing community assets and services, as well as inform the needs assessment. YCOE will strive to ensure the effort

is complementary to other planning efforts in Yolo County. YCOE will also help develop a scope of work outlining funding and tasks for Phase 3, including the community online tool and the needs assessment. The Children, Youth and Families ARP Workgroup, composed of a group of trusted community partners who are serving in an advisory capacity to help advance and develop the Roadmap to the Future project, will advise YCOE throughout this process.

9. EFFECTIVE GOVERNANCE CONVERSATION AND AGREEMENTS

Description

Please bring your CCBE Handbook to meeting.

Trustees will review:

- The California County Board of Education (CCBE) Handbook
- Board Meetings & Communication
 - Roles between trustees and superintendent (BB 9000 Role of the Board) (BB 9323 Meeting Conduct)
 - Attendance at Board meetings
- Governance Mindset
 - Process for supporting/sponsoring bills/staff & Community
 - Potential special projects supported/sponsored by the Board
 - Establish ad hoc committee/advisory committees (explore student board member)

Recommendation

For information & discussion.

Supporting Documents



Board Bylaws BB 9000



BB 9323 - Meeting Conduct Final 1-24

Contact Person

- Review the California County Board of Education (CCBE) Handbook - **President Shelton Yip**
- Board Meetings & Communication - **Superintendent Garth Lewis**
 - Roles between trustees and superintendent
 - Attendance at Board meetings
- Governance Mindset
 - Process for supporting/sponsoring bills/staff & Community - **Trustee Elizabeth Esquivel**
 - Potential special projects supported/sponsored by Board - **Trustee Elizabeth Esquivel and Trustee Melissa Moreno**
 - Establish ad hoc committee/advisory committees (explore student board member) - **Vice President Armando Salud-Ambriz**

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 County 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 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 Superintendent
5. Fix the salary of the 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

Meeting Conduct

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

Members of the public may attend County Board meetings and address the County Board concerning any item on the agenda or within the County Board’s jurisdiction.

To conduct the County Board’s business in an orderly and efficient manner, the County Board requires that public presentations to the County Board comply with the following procedures:

1. The County Board shall give members of the public an opportunity to address the County Board on any item of interest to the public that is within the subject matter jurisdiction of the County Board, either before or during the County Board’s consideration of the item. (Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the County Board matters that are not listed on the agenda but are within the County Board’s jurisdiction. Members of the public who wish to address the County Board on matters listed on the agenda or within the County Board’s jurisdiction are encouraged to fill out a speaker card detailing their name and the topic they wish to address. This process allows the County Board to efficiently determine which comments are permissible for the specific meeting, permit public comment in a logical order, and ensure it has addressed all requests for public comment submitted during the County Board meeting.

Speaker cards may be obtained at the County Board meeting or prior to the meeting by contacting the Executive Assistant in the Superintendent’s office at the Yolo County Office of Education

3. The County Board may refer such a matter to the Yolo County Superintendent of Schools (“Superintendent”) or take it under advisement but shall not take action or discussion on any item not appearing on the posted agenda, except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the County Board. (Government Code 54954.2)
4. Without taking action, County Board members, the Superintendent, and/or Superintendent staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a County Board member, the Superintendent, or Superintendent staff may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. This brief response shall not be a detailed discussion of the item not appearing on the agenda, and the County Board may limit the length of this response in their discretion. (Government Code 54954.2)

Furthermore, the County Board or a County Board member may provide a reference to the Superintendent or other resources for factual information, ask the Superintendent to report back to the County Board at a subsequent meeting concerning any matter, or place a matter of business on a future agenda. (Government Code 54954.2)

5. The County Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of County Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the County Board determines that the item has been substantially changed since the committee heard it, the County Board shall provide an opportunity for the public to speak. (Government Code 54954.3)
6. A person wishing to be heard by the County Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the County Board on each agenda or non-agenda item. The County Board shall limit the total time for public input to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation depending on the topic and number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

In order to ensure that non-English speakers receive the same opportunity to directly address the County Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the County Board, unless simultaneous translation equipment is used to allow the County Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

7. The County Board President may rule on the appropriateness of a topic, subject to the following conditions:
 - a. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be addressed. (Government Code 54954.3)
 - b. The County Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)
 - c. The County Board shall not prohibit public criticism of Superintendent staff. Whenever a member of the public initiates specific complaints or charges against such staff of the Superintendent, the County Board President shall inform the complainant that the County Board has no jurisdiction over the Superintendent's staff and cannot hear the complaint, and that their complaint should be made to the Superintendent using the appropriate complaint procedures.
8. The County Board President shall not permit willful interruption of County Board meetings. The County Board President may remove individuals who are willfully interrupting the meeting and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the County Board President. When the room is ordered cleared due to a disturbance, further

County Board proceedings shall concern only matters appearing on the agenda.
(Government Code 54957.9)

When such disruptive conduct occurs, local law enforcement shall be contacted as necessary.

Members of the public may record an open County Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The County Board may designate locations from which members of the public may make such recordings without causing a distraction. If the County Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the County Board. (Government Code 54953.5, 54953.6.

Legal References:

Education Code, 78, 1009-1017, 1040

Government Code, 54950, 54951, 54953, 54953.5, 54953.6 54954.2, 54954.3, 54954.5, 54954.6, 54957

ADOPTED: 09/24/84

REVISED: 01/25/93, 1/23/24

10. CONDUCTING A BOARD SELF-EVALUATION

Description

Discuss Conducting a board self-evaluation.

- Possible sample materials
- Discuss timeline for future self-evaluation.

Recommendation

For discussion.

Supporting Documents



BSE Description

Contact Person

President Shelton Yip will present this item.



School District Governance Team Board Self–Evaluation Survey

Overview

One of the primary ways a governance team can strengthen or maintain its effectiveness is to periodically assess its own performance. A governance team self–assessment provides the opportunity to step back and reflect on how well it is meeting its responsibilities. This governance team self–assessment will provide the board and superintendent with valuable perception data, revealing the range of perceptions among board members regarding the performance of the board and the governance team.

Individuals will rank the performance of the board and governance team on important characteristics. CSBA determined these characteristics through collaborative efforts with board members from around the state—who defined the *CSBA Professional Governance Standards* for boards; and through our experiences providing board development to school boards across California for more than 30 years.

Content

The evaluation is divided into two parts. Part one consists of questions regarding the conditions of effective governance. Part two contains questions that address the board’s five major responsibilities. For each statement, Individuals should select the descriptor that most accurately describes the extent to which the board demonstrates the quality or characteristic.

11. TRAININGS, TRAVEL AND SUPPLY BUDGET

Description

Discussion on trainings, travel and supply budget

- How to submit requests for travel (policy included)
- Travel actuals for 2022-23
- Year to date travel actuals for 2023-24

Recommendation

For information and discussion.

Supporting Documents



How to submit travel requests to Yvette



Travel Conference Request



mileage form



Board member travel 2022-23



Board member travel 2023-24

Contact Person

Superintendent Garth Lewis will present this item.

How to submit travel requests to Yvette

- Please send an email with request for travel.
 - Attach flyer or website for registration information.
 - Please request items at least **60 days** prior to the event.

Please include the information below in the email for me to fill out the travel request form:

- Departure and return dates.
- Need Conference Location.
- Are meals being provided? Please let me know which meals if it is not stated in registration information.
- Are you driving or need airfare purchased.
 - Are you flying:
 - I need airfare information - Please include flight numbers for arrival and departure. I also need your birthdate and your legal name which needs to match driver's license when flying.
 - Are you driving your own vehicle or using a ride service (e.g. Uber, Lyft)

After the conference (information is needed within 10 days of return):

- I need parking/bridge toll/ride service/vehicle rental receipts to be returned to me ASAP if you would like to be reimbursed for purchases made on your credit card.

Yolo County Office of Education

TRAVEL / CONFERENCE APPROVAL & REIMBURSEMENT REQUEST

Purpose: To obtain approval PRIOR to completing conference registration and travel arrangements.
This form is also used to request reimbursement for actual travel/conference costs.

1. Please submit this completed form with associated requisitions and all appropriate backup documentation to your Administrator for approval at least **20 days prior to conference start date or conference registration deadline, whichever is sooner.**
2. Upon approval from the Internal Fiscal Services Department, create the requisition. Scan and attach all backup to the requisition for the purchase order process.
3. POs will be emailed to the department secretary upon approval process.
4. Registration and travel arrangements should only be made AFTER receiving Supervisor approval and purchase orders.

*****See the back page for detailed instructions on the Travel & Conference reimbursement process.*****

Attendee Name:		Depart Date:	
Conference Title:		Return Date:	
Conference Location: <i>Out of State travel requires Superintendent approval</i>		Purpose for Attending:	
STEP 1: COMPLETE BEFORE TRAVEL/CONFERENCE TO OBTAIN PRE-APPROVAL			STEP 2: COMPLETE UPON RETURN FOR REIMBURSEMENT
ASSOCIATED TRAVEL & CONFERENCE COSTS	PURCHASE ORDER #	PRE-APPROVED EXPENSES	ACTUAL EXPENSES <small>(Original receipts for vehicle rental, parking/toll, & ride share)</small>
Conference Registration <i>Required backup: Conference flyer/registration form</i>			
*Meals: Not Provided at Conference/Lodging See meal per diem guidelines Breakfast: \$15.00 Per diem includes tax & tip Lunch: \$18.00 NO RECEIPTS REQUIRED Dinner: \$29.00 Maximum daily per diem: \$62.00			
Lodging for ____ nights @ \$ ____ /night <i>Required backup: Lodging estimate/quote</i>			
Airfare/ Rail <i>Required backup: Airfare/ Rail estimate/quote</i>			
*Vehicle Rental (economy) <i>Required Backup: Vehicle Rental estimate/quote</i>			
*Mileage: \$ ____ x ____ = <small>(IRS Rate) (total est. miles)</small>			
*Parking/ Bridge Toll			
*Ride Service			
TOTAL EXPENSES:			
*CASH ADVANCE REQUESTED <i>Must be requested 2 weeks prior to travel</i>			
REIMBURSEMENT RECONCILIATION: Total Actual Employee Expenses – Cash Advance = <i>Reimbursement will not be processed until all original receipts are received (negative is due from employee)</i>			
ACCOUNT LINES:			

STEP 1: PRE-APPROVAL SIGNATURES

Attendee Signature	Date
Supervisor Pre-Approval	Date
Internal Fiscal Services Review	Date

STEP 2: REIMBURSEMENT APPROVAL SIGNATURES

Attendee Signature	Date
Supervisor Reimbursement Approval	Date
Internal Fiscal Services Review	Date

Please see Travel & Conference Policy SP 4133.00 for full Travel & Conference details

TRAVEL & CONFERENCE PROCEDURES

What to do before you travel or attend conference

- Pre-approval request form is required BEFORE attending conference.
- Requisitions for travel expenditures with required backup must be submitted with pre-approval.
- Cash advances for meal per diems and out of pocket expenses must be submitted 2 weeks in advance.
- If an expense claim is disallowed due to lack of documentation or inappropriate expenses, the employee may be personally responsible for any improper costs incurred.

TRAVEL & CONFERENCE REIMBURSEMENT PROCESS

What to do after your travel/conference

WITHIN 10 DAYS OF RETURN, attendees must submit expense claims using the Travel/Conference Approval & Reimbursement Request to their supervisor for review. Supervisor will forward to Internal Fiscal Services for processing.

ITEMIZED RECEIPTS ARE REQUIRED FOR ALL REIMBURSEMENT REQUESTS.

Bank/credit card statements ARE NOT acceptable in lieu of receipts.

- ❖ **TRANSPORTATION REIMBURSEMENT:** The most economical mode of transportation should be used.
 - **Mileage:** Reimbursement will be at the current IRS approved mileage rate. In the case of exceedingly long trips where airfare would be more economical, employee will be reimbursed for the actual cost of tourist class airfare rather than mileage.
 - **Vehicle Rental:** When it is necessary to rent a vehicle, the appropriate sized vehicle (without upgrades) should be rented based on number of attendees being transported.
 - If a cash advance was not received, a completed and approved Travel and Conference form will be used in place of a PV for attendee's mileage, parking / bridge toll, and ride service reimbursements.

MEAL PER DIEMS: receipts are not required

Per Diem rates include tax/tip. Cash advance/reimbursement may not exceed the approved per diem rates.

- Please use the following rates to calculate an advance for allowable meals:
 - Breakfast \$15.00
 - Lunch \$18.00
 - Dinner \$29.00
- Maximum daily per diem \$62.00

First day of travel

Trip requires travel to begin at or before 7 a.m.

Breakfast may be claimed

Trip requires travel to begin at or before 11 a.m.

Lunch may be claimed

Trip requires travel to begin at or before 5 p.m.

Dinner may be claimed

Last day of travel

Travel begins at or before 7 a.m.

Breakfast may be claimed

Travel begins at or before 11 a.m. and ends after 2 p.m.

Lunch may be claimed

Travel begins at or before 5 p.m. and ends after 7 p.m.

Dinner may be claimed

No travel/conference meals shall be charged to YCOE credit cards.

Fiscal Support will verify that the itemized receipts align with the original pre-approval request. If there are discrepancies, fiscal support will contact admin support.



Mileage/Transportation Reimbursement Form

Due Monthly, submit complete form to program secretary no later than the 10th of the following month.

			TC#:
Vendor#:	Name:	Address:	
		City:	Zip:

Date	Miles (1 Decimal)	Travel From	Travel To	Purpose	Parking Fees	Toll Fees	Total Fees
Total Miles						Total Fees	
Mileage Rate						Mileage Reimb	
Mileage Reimb						Total Claim	

Acct Code 1:		%		=		
Acct Code 2:		%		=		
Acct Code 3:		%		=		Internal Fiscal Review/Date
Acct Code 4:		%		=		
Acct Code 5:		%		=		Internal Fiscal Review/Date
Acct Code 6:		%		=		
Acct Code 7:		%		=		
Acct Code 8:		%		=		Manager Approval/Date

Note: Employee conference object code: 5200/non-conference object code: 5210

I hereby testify that the above mileage is accurate and was necessary for the performance of my duties.

Manager Approval/Date

No claim has been made for any portion of expense claimed. The mileage is accurate to the nearest tenth.

TRAVEL FUNDS SPENT IN 2022-23

CSBA LEADERSHIP INSTITUTE		
TRUSTEE A		
		164.99 REIMBURSEMENT MILEAGE, PARKING, RIDE SERVICE AND MEALS
		247.96 REIMBURSEMENT AIRFARE
		395.00 REGISTRATION FEE
		384.21 HOTEL
		11.66 HOTEL
	TOTAL	\$ 1,203.82

CLSBA CONFERENCE		
TRUSTEE A		
		348.75 REIMBURSEMENT MILEAGE AND MEALS
		650.00 REGISTRATION
		1232.88 LODGING
	TOTAL	\$ 2,231.63
TRUSTEE B		
		351.75 REIMBURSEMENT MILEAGE AND MEALS
		650.00 REGISTRATION
		1283.28 LODGING
	TOTAL	\$ 2,285.03

CCBE CONFERENCE

TRUSTEE C

375.00 REGISTRATION

546.08 LODGING

326.75 REIMBURSEMENT FOR MILEAGE, MEALS AND GIFT BASKET ITEM

TOTAL **\$ 1,247.83**

TRUSTEE A

375.00 REGISTRATION

546.08 LODGING

279.75 REIMBURSEMENT FOR MILEAGE AND MEALS

TOTAL **\$ 1,200.83**

TRUSTEE B

375.00 REGISTRATION

526.08 LODGING

279.75 REIMBURSEMENT FOR MILEAGE AND MEALS

TOTAL **\$ 1,180.83**

CSBA CONFERENCE

TRUSTEE D

1195.00 REGISTRATION
1071.99 LODGING
414.96 AIRFARE
205.00 REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM

TOTAL **\$ 2,886.95**

TRUSTEE A

925.00 REGISTRATION
1071.99 LODGING
444.96 AIRFARE
206.43 REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM

TOTAL **\$ 2,648.38**

TRUSTEE C

925.00 REGISTRATION
1326.08 LODGING
307.96 AIRFARE
REIMBURSEMENT FOR CONFERENCE - MILEAGE, PARKING, MEAL PER
318.88 DIEM AND RIDE SERVICE

TOTAL **\$ 2,877.92**

TRUSTEE E

1590.00 REGISTRATION
1071.99 LODGING
494.97 AIRFARE
REIMBURSEMENT FOR CONFERENCE - MILEAGE, PARKING & MEAL PER
169.00 DIEM
308.45 TRUSTEE ADDED ONE MORE NIGHT TO HOTEL STAY

TOTAL **\$ 3,634.41**

*CCBE GOVERNANCE WORKSHOP		
TRUSTEE A	\$ 460.00	REGISTRATION
	\$ 13.62	REIMBURSEMENT MILEAGE
TOTAL	\$ 473.62	
TRUSTEE E	\$ 460.00	REGISTRATION
	\$ 59.86	REIMBURSEMENT MILEAGE AND PARKING
TOTAL	\$ 519.86	

*CALSA WOMEN'S LEADERSHIP WORKSHOP		
TRUSTEE A	\$ 499.00	REGISTRATION
	\$ 213.05	LODGING
	\$ 214.07	ESTIMATED REIMBURSEMENT FOR MILEAGE, PARKING AND MEALS
TOTAL	\$ 926.12	
TOTAL TRAVEL	\$ 23,317.23	

***CCBE GOVERNANCE WORKSHOP REIMBURSEMENTS AND CALSA PAYMENTS HAVE NOT BEEN PROCESSED**

ORIGINAL BUDGET	\$13,272.00
AMOUNT TRANSFERRED	\$10,000.00
CURRENT BUDGET	\$ 23,272.00

AMOUNT LEFT OVER IN TRAVEL BUDGET **\$ (45.23)**



TRAVEL FUNDS SPENT IN 2023-24

COUNTY BOARD GOVERNANCE WORKSHOP			
TRUSTEE A			294.10 REGISTRATION
	TOTAL	\$	294.10
TRUSTEE B	BREAKING BARRIERS	\$	20.00 PARKING
	TOTAL	\$	20.00
CCBE CONFERENCE			
TRUSTEE A		\$	462.00 REGISTRATION
		\$	932.94 LODGING
		\$	319.73 REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
	TOTAL	\$	1,714.67
TRUSTEE B		\$	462.00 REGISTRATION
		\$	1,478.22 LODGING
		\$	326.73 REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
	TOTAL	\$	2,266.95
TRUSTEE C		\$	462.00 REGISTRATION
		\$	1,478.22 LODGING
		\$	319.73 REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
	TOTAL	\$	2,259.95
TRUSTEE D		\$	462.00 REGISTRATION
		\$	1,410.06 LODGING
		\$	319.73 REIMBURSEMENT
	TOTAL	\$	2,191.79

CLSBA UNITY CONFERENCE			
TRUSTEE C	\$	169.85	REIMBURSEMENT
	\$	789.92	REGISTRATION FEE
	\$	231.24	LODGING
TOTAL	\$	1,191.01	
TRUSTEE D			
	\$	139.20	REIMBURSEMENT
	\$	789.92	REGISTRATION FEE
	\$	128.00	AIRFARE CHANGE
	\$	73.00	AIRFARE CHANGE
	\$	472.96	AIRFARE CHANGE
TOTAL	\$	1,603.08	
CSBA CONFERENCE			
TRUSTEE A	\$	110.00	LUNCHEON
	\$	750.00	REGISTRATION
	\$	1,305.16	LODGING
	\$	353.83	REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
TOTAL	\$	2,518.99	
TRUSTEE B	\$	750.00	REGISTRATION
	\$	110.00	LUNCHEON
	\$	978.87	LODGING
	\$	14.00	REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
	\$	203.73	REIMBURSEMENT FOR CONFERENCE - MILEAGE AND MEAL PER DIEM
TOTAL	\$	2,056.60	
TRUSTEE C	\$	750.00	REGISTRATION
	\$	110.00	LUNCHEON
	\$	978.87	LODGING
	\$	203.73	REIMBURSEMENT FOR CONFERENCE - MILEAGE, PARKING, MEAL
TOTAL	\$	2,042.60	

**COAST TO COAST
TRUSTEE B**

			<i>LODGING PENDING</i>
	\$	799.00	REGISTRATION
			<i>REIMBURSEMENT PENDING</i>
	\$	717.95	AIRFARE
TOTAL	\$	1,516.95	

TOTAL TRAVEL \$ 19,676.69

***COAST TO COAST STILL NEEDS TO PAY LODGING AND REIMBURSEMENTS**

ORIGINAL BUDGET		\$26,030.00	
CURRENT BUDGET	\$	22,859.87	
AMOUNT LEFT OVER IN TRAVEL BUDGET	\$	3,170.13	
	\$	1,739.12	<i>encumbered</i>
	\$	1,431.01	<i>unencumbered</i>

12. FUTURE AGENDA ITEMS

Description

Discuss future agenda items

- Update on California County Board of Education (CCBE) transition Committee
 - About CCBE
 - Letters frm COEs to CSBA
 - Letter frm CSBA to COE
 - County Board Governance Meeting 3-8-24
- Board Calendar - April 2024
- Other Items to address
- Questions

Recommendation

For information and discussion.

Supporting Documents



201501AboutCountyBoards



Letter to CSBA Regarding CCBE



PCOE Letter of Concern to CSBA 03-21-2024



2. CSBA response to San Mateo Letter



CSBA Email to School Boards



County Board Governance 03.08.23



Board Calendar 2024_April

Contact Person

President Shelton Yip will present this item.



About California county boards of education

County boards govern California's 58 county offices of education, which provide services directly to students as well as support nearly 1,000 school districts serving 6.2 million K-12 students.

1 County board members are individually elected by the community they serve



- Each county office of education (COE) is governed by a county board
- The county board represents the community's diverse beliefs and values
- County school board members are residents of the county they serve and come from all walks of life — doctors, lawyers, homemakers, teachers, architects, truck drivers, professors, business owners, real estate agents and more

3 County boards serve the community



- Listening to their ideas
- Collaborating with the superintendent and engaging the community so that the vision, goals and policies of the COE can be implemented
- Making student achievement a priority
- Maintaining a cooperative and supportive working relationship with local school districts, their school boards and the communities
- Advocating on important K-12 policy issues for all students

2 County boards govern at board meetings



- Adopting courses of study for COE programs including juvenile schools, community schools, and ROC/P programs
- Approving COE Local Control Accountability Plans
- Adopting and monitoring COE budgets
- Setting the salary of the county superintendent
- Taking action on student appeals for discipline and inter-district transfers
- Taking action on charter school petitions and appeals
- Adopting policies to ensure that a safe and appropriate education environment is provided for all its students
- Actively listening to public comments

4 County board members give the gift of time



- Preparing for and attending COE board meetings
- Responding to constituents
- Participating in board training and development
- Attending community events

To learn more about your county board of education or attend an upcoming meeting, contact a county board member or the county superintendent's office.



California School Boards Association | 3251 Beacon Blvd., West Sacramento, CA 95691



Los Angeles County Office of Education

Serving Students ■ Supporting Communities ■ Leading Educators

March 21, 2024

VIA EMAIL DELIVERY

Debra Duardo
Superintendent

CSBA Board of Directors:

Los Angeles County
Board of Education

This letter is written at the unanimous request of our Los Angeles County Board of Education to express our concerns with the action taken by CSBA’s Board of Directors on November 29, 2023, to dismantle the California County Boards of Education (CCBE). CSBA’s action was taken without any discussion, extensive input, warning or notice to its county boards of education members.

Yvonne Chan
President

We request your response to our two priority concerns:

Stanley L. Johnson, Jr.
Vice President

Fiscal Accountability and Transparency – LACOE Board has paid the additional dues on top of basic district dues to belong to CSBA because of the value we received and our participation in the decisions on how our dues would be spent through the governance structure of CCBE. We expect the same or similar services as we received in the past with our county dues.

James Cross

Andrea Foggy-Paxton

Identity and Structure – The CSBA Board erased more than six decades of CCBE’s services to its members. County Boards’ longstanding support structure and our community of well-respected elected and appointed officials have dedicated years to the development of county-specific resources, training and mentoring opportunities, network building, advocacy agendas, and connections between Boards, Trustees and County Superintendents. The loss of CCBE is a loss of a community that was dedicated to ensuring the effectiveness of County Board Members in our essential role for students in our County and throughout the State. We need to know how we can retain our identity and establish a shared governance structure under CSBA’s new Region 14. We must ensure our communication among county board members and with other professional organizations continue to be effective and continue to meet county-specific needs.

Betty Forrester

Theresa Montaña

Monte E. Perez

We look forward to receipt of your prompt response to our requests.

Sincerely,

Yvonne Chan, ED. D., President
Los Angeles County Board of Education

CSBA Executive Committee

Albert Gonzalez Debra Schade
Bettye Lusk Susan Markarian

CSBA Board of Directors

Tyler Nelson	Christopher “Kit” Oase	Eleanor Evans
David T. Garcia	Roger Snyder	Bruce Dennis
Renee Nash	Kathy Spate	Devon Conley
Alisa MacAvoy	Sabrena Rodriguez	Tanya Ortiz Franklin
Jackie Wong	William Farris	Nancy Smith
Rachel Hurd	Susan Henry	Jan Baird
Karen Gray	Helen Hall	Chris Clark
Christina Cameron-Otero	Sylvia Leong	Michael Teasdale
Joaquin Rivera	John McPherson	

c: Vernon Billy, CEO and Executive Director, California School Boards Association
Los Angeles County Board of Education
Debra Duardo, Superintendent, Los Angeles County Office of Education

Board of Education

Sergey Terebkov
Area 1

Andrew Tagg
Area 2

David Patterson, Ed.D.
Area 3

R. Jan Pinney
Area 4

Kelli Gnile
Area 5

Renee Regacho-Anaclerio, Ed.D.
Area 6

Lynn Oliver
Area 7

March 21, 2024

Via Email (agonzalez@csba.org) and U. S. Mail Delivery

Albert Gonzalez
CSBA Executive Committee, President
3251 Beacon Boulevard
West Sacramento, CA 95693

Dear CSBA President González,

This letter is written at the request of the Placer County Board of Education to express our very serious concerns with the action taken by CSBA's Board of Directors on November 29, 2023, to dismantle CCBE by revoking its status as a "Section" of CSBA.

We strongly object to both the manner as well as the substance of the action by the CSBA's Board of Directors. We also believe the actions harm CSBA's ability to serve its county board members and risks significantly harming CSBA's leadership role and standing.

Our concerns are similar to those expressed in the February 28, 2024 letter to CSBA from the San Mateo County Board of Education (a copy of which is attached) and include the following points.

Failure of Transparency, Process and Disrespect to its Members

The CSBA Board erased more than six decades of CCBE service to county board members within CSBA without any warning or notice to its county boards of education members. In our opinion there was no existential problem or crisis that required the CSBA Board to dissolve CCBE in secret, without any notice to its members, without notification or engagement of the Delegate Assembly, and without opportunities to discuss and collaboratively resolve whatever issues may have existed.

We recognize that the CSBA Board has the ability to amend its governance structure, however, the legal ability to take an action is not justification to do so in a fundamentally disrespectful manner to any of its members.

At the CCBE Board of Directors meeting on November 30, 2023 CSBA distributed a document titled "County Boards Services Frequently Asked Questions". In essence this undated document was the means CSBA used to notify California's fifty-eight county board of education that the CSBA Board of Directors had taken action in a private and closed meeting to dissolve CCBE.

The CSBA Board of Directors acted on November 27, 2023 to dismantle CCBE. Three months later there has been no formal communication explaining these actions nor the rationale for them to the fifty-eight county boards of education. In addition, there has been no formal communication from CSBA regarding the membership, responsibilities, and outreach activities of the CSBA staff appointed Transition Working Group.

CSBA Letter of Concern
Page 1 of 3

Superintendent's Cabinet

Phillip J. Williams
Deputy County Superintendent

Martin Fregoso
Associate Superintendent
Business Services

Jennifer Hicks
Associate Superintendent
Educational Services

Susan Connolly
Assistant Superintendent
Student Services

Colleen Slattery, Ed.D.
Assistant Superintendent
Human Resources

Troy Tickle
Assistant Superintendent
SELPA

Michelle Eklund
Chief Communications Officer
Superintendent's Office

County Boards Need an Organization that Represents Their Interest – Not a Service Provider

The title of the CSBA document “County Boards Services Frequently Asked Questions” illustrates a clear challenge. County boards of education need to belong to an organization where they feel ownership; where their needs and interests are valued and where they are effectively represented and protected in the organization’s positions and actions. CCBE provided this vehicle within CSBA. What services are or are not provided are moot if the feeling of ownership does not exist. Throughout the CSBA document there is a focus on providing services that somehow will replace the many member driven services that CCBE has historically provided, but this document lacks any commitment to supporting ownership and agency for county boards.

Dismissive of Highly Valued CCBE Activities and Services

The FAQ fails to recognize the value members place on current CCBE activities and services. It speaks of “winding down activities” of highly valued events such as the CCBE annual Spring Governance Training and the highly successful annual conference. It is equally dismissive of the County Trustee Handbook and the support county board members need to fulfill their responsibilities – responsibilities that are significantly different than those of district trustees. The tone of the FAQ is also dismissive of the proper role of the members of the organization to express their needs, instead it is sending a message that “staff will be taking it under advisement...”.

CCBE Finances – County Board Member Dues Dedicated to and Directed by County Board Members

CCBE had a Net Reserve Balance of \$137,344 at the end of fiscal year 2022-23. These funds were paid by county boards and the reserve was created by CCBE for the benefit of county boards. We request that CSBA confirm that these funds are restricted to supporting county board only activities.

We have paid the additional dues to belong to CCBE because of the value we received and our participation in the decisions on how our dues would be spent through the governance structure of CCBE. The FAQ lacks any commitment or guarantee that county board members will have any role in determining how their dues will be used, and no commitment to transparency in the use of these funds.

SB-1380: CSBA Sponsoring of Legislation that Reduces County Boards’ Authority

A clear and recent example that calls into question CSBA’s commitment to protecting the authority of county boards is CSBA’s very formal and public step of sponsorship of SB 1380. It took this action without consulting or even informing its county board members. Members of our board found out about CSBA’s action by reading a newspaper article announcing the bill. CSBA as an organization has a fundamental obligation to work in the best interest of all its members. It should not pick and choose which members to advantage or disadvantage by its actions. Among other changes, SB 1380 proposes to restrict the authority of its members

who are county boards of education in fulfilling their responsibilities for charter schools for the benefit of other CSBA members, members of school districts. This provision needs to be eliminated.

Actions Requested

We believe the most appropriate action by the CSBA Board of Directors would be to rescind its November 29, 2023 decision to dismantle CCBE. If the CSBA Board of Directors does not take that action, we add our voice to the “Requests for Follow-up and Response from CSBA” made by the San Mateo County Board of Education in their February 28, 2024 letter. We request that you address the same issues their letter raises in your response to us as well as the additional issues we raised.

Thank you in advance for your prompt response to our concerns.

Lynn Oliver

Lynn Oliver, President
Placer County Board of Education

LO/kc

Attachment

cc: Via Email Delivery
Vernon Billy, Executive Director CSBA
CSBA Board of Directors
California County Boards of Education Presidents



Excellence and Equity in Education
Nancy Magee • County Superintendent of Schools

Board of Education
Susan Alvaro
Chelsea Bonini
Hector Camacho, Jr.
Jim Cannon
Beverly J. Gerard
Ted Lempert
Hugo Torres

February 28, 2024

Via Email (vbilly@csba.org) and U.S. Mail Delivery

Vernon Billy
CEO and Executive Director
California School Boards Association
3251 Beacon Boulevard
West Sacramento, CA 95691

Re: Action by CSBA Board of Directors to Revoke CCBE’s Status as a CSBA Section

Dear Mr. Billy:

This letter is written at the unanimous request of our San Mateo County Board of Education to address our serious concerns with the action taken by CSBA’s Board of Directors on November 29, 2023, to dismantle CCBE’s longstanding structure by revoking its status as a “Section” of CSBA and directing that it be folded into CSBA as a new Region 14.

Our primary concerns are outlined herein, as well as our requests for follow-up and response from CSBA.

1. Lack of Notice and Opportunity for Input on Proposed Action

As elected County Board Trustees, we are accustomed to making decisions with wide impact, but whenever possible, we seek input from key stakeholders and conduct as much due diligence as possible to ensure that we are aware of the actual and potential ramifications of our decisions.

In this instance, CSBA’s action was taken *without any prior notice* to our fifty-eight (58) County Boards of Education indicating CSBA’s intention or purpose for such action.

Without notice, County Board Trustees were *not* afforded any opportunity to comment or to share valuable perspectives on the impact such an action would have. Our Board would have been willing to engage in discussions on this matter.

For reference, I first learned of CSBA's proposed action during Delegate Assembly *after* the CSBA Board of Directors had voted on the matter and given its Directors "talking points" to share with Delegates during our regional meetings.

When CSBA's action was shared at the CCBE Board of Directors Meeting at the AEC, the Board was asked *not to share* the information with fellow County Board Trustees (or anyone) until the CCBE General Membership Breakfast Meeting two (2) days later. I was in attendance as an observer at the CCBE Board of Directors Meeting and personally found this lack of transparency to be extremely concerning.

CSBA's talking points, which (again) were shared *after* the action was taken, as well as the eventual presentation to County Board Members of CSBA's Board action, primarily served to *justify* the action and to emphasize that it was *permitted* under CSBA's Bylaws. While the action may have been permissible, we believe that the lack of notice, transparency, and process involving County Board Members effectively weakens the foundation of the decision, even if it was technically permissible.

2. Lack of Understanding of the Roles and Responsibilities of County Boards

The detrimental impact of CSBA's decision on our County Board's longstanding support structure and community of well-respected elected officials who have dedicated years to the development of County-specific resources and opportunities for deep connections between entire Boards, Trustees, and County Superintendents is immense and immeasurable.

This impact is further exacerbated by CSBA's lack of understanding of the roles and responsibilities of County Boards, which are almost entirely unique from the roles and responsibilities of LEA Boards, especially for the vast majority of our Counties with elected County Superintendents.

Our Board is keenly aware of CSBA's lack of current County-specific resources as we have recently engaged with CSBA for services including GAMUT Policy Plus and the Good Beginnings Workshop. In each instance, there was an *attempt* to *adapt* the resources from LEA language and roles to fit our County Board-specific needs, but the adaptation was not seamless, and as a result, the value of the services was (and continues to be) incomplete and diminished.

3. Lack of Commitment to the Trustee Handbook and County-Specific Conference and Training Sessions

In an attempt to provide increased clarity for County Board Members concerning their roles and responsibilities, especially *vis-à-vis* the roles and responsibilities of

County Superintendents of Schools, CCBE spearheaded a revision to our Trustee Handbook (the “Handbook”) in partnership with the California County Superintendents and CSBA.

This was important work for our County Boards, and multiple members of *our* Board were dedicated to this project and spent months participating in its development.

For these reasons, we find CSBA’s *noncommittal* statements in its FAQ document regarding continued use of the Handbook – *by referring to it as “potentially valuable”* – to be unacceptable. Vesting sole discretion in CSBA as to how our County Boards will receive essential governance information disregards the time and effort invested into development of the Handbook as an essential resource for County Boards.

The Handbook, expertise, trainings, mentoring, and individualized supports for County Boards that have been provided by CCBE for decades are *irreplaceable* by CSBA, and the loss of these dedicated resources, specifically the County Board-only conferences and trainings, would be devastating for all County Board Trustees.

CCBE served a valuable and essential role for County Board development and professional training, and we are not convinced that CSBA is prepared to replace the level of support and commitment that we require. We implore CSBA to maintain the availability and distribution of the Handbook, and to allow for a robust training series and annual conference, which directly involves County Board Members in planning to ensure that the unique needs of County Boards are met.

4. Request for Financial Transparency in Support of County Board Supports

As of the end of fiscal year 2022-2023, CCBE’s Net Reserve Balance was \$137,344, and we request that CSBA confirm that this fund balance is accurate and will be allocated solely to County Board-only supports and programs.

Further, we hereby request confirmation of all proposed dues payable by our County Board under the new structure, with a direct comparison to dues paid in 2023, consistent with the following FAQ statements:

- (a) “Counties will continue to pay approximately the same amount of CCBE and CSBA dues.”
- (b) “CSBA will use the same dues calculation as CCBE. Dues will support the development and implementation of county board products and services and cover one program manager position dedicated to county board services.” See FAQs.

5. CCBE Made CSBA Stronger in its Support of County Boards of Education

CSBA has expressed that “County board members are a valued component of CSBA’s membership,” and we believe that CSBA should respect our County-specific needs in fulfilling its stated “obligation to serve this segment of the membership with the same vigor as district board members.” See FAQs.

We do *not* agree that the “structure of CCBE as a section of CSBA operating as an independent organization within the association” was counter to alignment with CSBA’s governance structure, nor that CCBE “inhibit[ed] the ability of the association to foster a united, collaborative membership that’s collectively working to strengthen its mission, vision and strategic goals.” See FAQs.

CCBE’s leadership, programming and governance support for County Boards was the epitome of collaboration and its focus on preparing and supporting County Board Trustees in their work on behalf of students was unparalleled and firmly aligned with CSBA’s mission and vision.

CCBE made CSBA stronger in its support of County Boards, and until and unless CSBA’s supports for our County Boards are maintained, expanded, and bolstered, the loss of CCBE will continue to feel like the loss of a community that was dedicated to ensuring the effectiveness of County Board Members in our essential role for students in our County and throughout the State.

6. Requests for Follow-up and Response from CSBA

As outlined above, we do not believe that CSBA properly engaged County Boards prior to its Board of Directors taking action to dismantle CCBE’s longstanding structure by revoking its status as a Section of CSBA and directing that it be folded into CSBA, nor do we believe that CSBA fully understands the importance of CCBE to County Board Members or the scope of supports provided to County Board Trustees over the past six decades.

Short of CSBA’s Board of Directors considering an action to rescind their November 29, 2023, decision to dismantle CCBE, we request that CSBA:

- (a) Maintain all County Board-only conferences and trainings, in recognition and respect of their critical importance in building connections and relationships between County Boards and investing in leadership and small-setting community building opportunities;
- (b) Commit to directly involving County Board Members as active participants in County Board-only conference and training planning, (1) to ensure that

the unique needs of County Boards are met and (2) to respect the longstanding, invaluable dedication of County Board Members in fostering leadership and building capacity by doing and learning, rather than through passive attendance at conferences and trainings;

- (c) Provide an outline of new CSBA supports for County Boards mirroring the lost CCBE supports for our consideration and feedback;
- (d) Provide an outline of developments in bolstering existing CSBA Services to better meet the needs of County Boards (including, but not limited to, GAMUT Policy Plus and Good Beginnings Workshops, *both of which our Board would be happy to provide specific feedback on*);
- (e) Confirm that \$137,344 (Net Reserve Balance End of FY 2023) remains in the CCBE Reserve Fund account and that these funds will be allocated to County Board-only supports;
- (f) Confirm all proposed dues payable by our County Board under the new structure, with a direct comparison to dues paid in 2023;
- (g) Maintain the availability and distribution of the Handbook; and
- (h) Create conditions of ongoing transparency, inclusivity, and engagement for all County Board Members to ensure that CSBA has the necessary input to support the full scope of unique County Board needs throughout the State.

Thank you in advance for your prompt attention to this matter. We look forward to receipt of your response to our requests.



Chelsea Bonini
President, San Mateo County Board of Education

cc: *Via Email Delivery*

CSBA Board of Directors

Tyler Nelson
David T. Gracia
Renee Nash
Alisa MacAvoy
Jackie Wong
Rachel Hurd

Christopher "Kit" Oase
Roger Snyder
Kathy Spate
Sabrena Rodriguez
William Farrism
Susan Henry
Karen Gray

Eleanor Evans
Bruce Dennis
Devon Conley
Tanya Ortiz Franklin
Nancy Smith
Helen Hall
Jan Baird

Chris Clark
Christina Cameron-Otero
Sylvia Leong
Michael Teasdale
Joaquin Rivera
John McPherson

CSBA Executive Committee

Albert Gonzalez
Bettye Lusk

Debra Schade
Susan Markarian

CSBA Region 14 Members (former CCBE Board of Directors)

David Patterson
Michelle de Werd
Juliana Feriani
Rachel Ulrich
Marcy Masumoto
Elizabeth Esquivel
Brenda Duchi
Annette Lewis
Maimona Afzal Berta
Shelton Yip
David Patterson
Monte Perez
Rick Shea

Michael Teasdale
Marcy Masumoto
Janet Wohlgemuth
John McPherson
Peggy A. Cohen-Thompson
Arleigh Dean Kidd
Laura Mancha
Mary Little
Lucy M. Hendry
Brenda Duchi
Bruce Dennis
Guadalupe Gonzalez

County Board Transitional Working Group

Robert Brown
Harjit Singh
Shelton Yip
Juliana Feriani
Bryan Burton
Ramon Flores
Victoria Chon

Peggy Cohen-Thompson
Mike Walsh
Bina Lefkovitz
Aisha Knowles
John McPherson
Michael Teasdale
Yvonne Chan

California County Boards of Education, ATTN: Board President

Alameda County Board of Education
Alpine County Board of Education
Amador County Board of Education
Butte County Board of Education
Calaveras County Board of Education
Colusa County Board of Education
Contra Costa County Board of Education
Del Norte County Board of Education
El Dorado County Board of Education
Fresno County Board of Education

Glenn County Board of Education
Humboldt County Board of Education
Imperial County Board of Education
Inyo County Board of Education
Kern County Board of Education
Kings County Board of Education
Lake County Board of Education
Lassen County Board of Education
Los Angeles County Board of Education
Madera County Board of Education
Marin County Board of Education
Mariposa County Board of Education
Mendocino County Board of Education
Merced County Board of Education
Modoc County Board of Education
Mono County Board of Education
Monterey County Board of Education
Napa County Board of Education
Nevada County Board of Education
Orange County Board of Education
Placer County Board of Education
Plumas County Board of Education
Riverside County Board of Education
Sacramento County Board of Education
San Benito County Board of Education
San Bernardino County Board of Education
San Diego County Board of Education
San Francisco County Board of Education
San Joaquin County Board of Education
San Luis Obispo County Board of Education
Santa Barbara County Board of Education
Santa Clara County Board of Education
Santa Cruz County Board of Education
Shasta County Board of Education
Sierra County Board of Education
Siskiyou County Board of Education
Solano County Board of Education
Sonoma County Board of Education
Stanislaus County Board of Education
Sutter County Board of Education
Tehama County Board of Education
Trinity County Board of Education
Tulare County Board of Education
Tuolumne County Board of Education
Ventura County Board of Education
Yolo County Board of Education
Yuba County Board of Education



March 19, 2024

Ms. Chelsea Bonini, President
San Mateo County Board of Education
101 Twin Dolphin Drive
Redwood City, CA 94065

Dear Ms. Bonini:

Thank you for your letter dated February 28, 2024, regarding CSBA's Board of Directors action to integrate CCBE activities into CSBA's County Board Member Services. The Board's action is intended, in part, to facilitate greater alignment within CSBA and provide more direct support to county trustees. This alignment has already led to the deeper integration of county representatives into four of our standing committees: the Legislative Committee, AEC Planning Committee, Policy Platform Committee, and ELA Steering Committee.

I would like to share a few additional clarifications that I hope you and your colleagues find helpful. First, the CSBA Board of Directors is the appropriate channel to share your thoughts and concerns regarding the status change of CCBE, which you have done. Second, as you know, the Board established the CSBA County Transitional Working Group, with a clear charge to focus on both the transition of some CCBE activities and the exploration of new or improved services and programs that support county board members; including items outlined in your letter. The Working Group is comprised of county board members from around the state. Your board is fortunate to have your colleague, Beverly Gerard, serving on the Working Group who can provide direct input on behalf of the San Mateo County Board of Education.

While the Working Group will be discussing a wide range of issues, they will be addressing specific topics such as the September County Conference and the Handbook. In fact, it is my understanding that the Working Group has created subcommittees to specifically address these topics and several other issues they have identified as being a high priority.

As captured in the name - Transitional Work Group - we are in a transition period that requires the Working Group to complete their work, make recommendations to the CSBA Board of Directors, and then for the Board to make decisions about the recommendations. Therefore, responding to each of the items outlined in your letter would be premature and potentially disruptive to the process currently underway. However, I think the attached FAQ and communication sent by CSBA may help address some of the issues raised in your letter. Please understand that this letter and the attached information is provided in the spirit of acknowledging your correspondence and the important perspective it represents, while also allowing the fifteen committed county board members serving on the Working Group to complete their work in earnest and unfettered.

I recognize that transition periods that are designed to better align an organization can be unsettling for some and may create unintended communication gaps. However, I can confidently express the Board's desire to have county board members engaged in this transition (through the Working Group, surveys, and other avenues), and to provide our county board members with the services and support that will help them in their governance role. The Board's decision is rooted in a belief that this support can happen more efficiently when the association's members are aligned under one organizational structure that accounts for all of the memberships' needs.

Again, after the Board receives the recommendations from the Working Group later this year, they will begin discussions on each of the recommendations and take action that is consistent with their desire to support our county board members, align the corporate structure of the association, and meet the needs of all of CSBA's members.

Sincerely,



Vernon M. Billy
CEO & Executive Director

cc: San Mateo County Board of Education
CSBA Board of Directors
Transitional Working Group

From: CSBA <csba@csba.org>

Sent: Friday, April 5, 2024 3:05 PM

Subject: [External] Important message to county board members

Trouble viewing this email? [Click here »](#)



Dear California County Board of Education Trustees,

This letter is prompted by communications the CSBA Board of Directors has received from several county offices of education, including the Los Angeles County Office of Education, the Placer County Office of Education, the Riverside County Office of Education, and the San Mateo County Office of Education. It also responds to informal feedback and misinformation we have heard from some members regarding the decision to integrate the former California County Boards of Education (CCBE) into CSBA County Board Member Services.

I think it is important to understand the Board's decision is rooted in an overarching principle — CSBA is and will continue to be fully committed to supporting county boards. We are determined to work in a collaborative manner to achieve the association's shared vision of success: serving as the essential voice of public education. Realizing that vision requires that we work through this transitional period to ensure you have the tools, services, supports, and networking opportunities needed to flourish in your governance role.

We understand that for some county trustees, the decision to integrate CCBE activities more deeply into CSBA has created a sense of loss and frustration. Conversely, other trustees have welcomed this change and the opportunity it presents. Regardless of how one views the Board's decision, I think it's important to expand on the rationale behind it, correct the record where appropriate, and address some of the concerns raised in the aforementioned letters to the CSBA Board of Directors.

We acknowledge that in our effort to develop an even stronger organization for all governing board trustees through this restructuring, we underestimated the amount of dialogue some county trustees may have needed to embrace this change. As a result, some communication gaps emerged that resulted in confusion and discontent. We are working diligently to address these communication gaps in the hope of creating the productive exchange we originally envisioned.

Transitional Working Group: Composition

Concurrent with the establishment of CSBA County Board Member Services, we created a Transitional Working Group composed of 15 county trustees — including past presidents of CCBE and former CCBE Directors — to help guide this transformation. Additionally, then-CCBE President John McPherson identified the majority of the county board members to serve on the committee. I would hasten to add that the Transitional Working Group is only four months into this process and the final chapter has yet to be written.

[View the members of the Transitional Working Group »](#)

The Transitional Working Group is tasked with providing CSBA's Board of Directors with recommendations about the future services and supports county board members need. The members of the Transitional Working Group are demographically and ideologically diverse and include trustees with decades of experience and involvement in CSBA and CCBE. I mention this because, at the County Board Governance Workshop I attended in early March (described by at least one attendee as the best version of the event in some time), some trustees expressed a desire to expand the Transitional Working Group, citing concerns it was not broad enough. Similarly, in its letter to CSBA, the San Mateo County Board of Education requested that we "*commit to directly involving County Board Members as active participants in County Board-only conference and training planning,*" a development that was already in progress via the Transitional Working Group.

As it happens, the 15 members of the Transitional Working Group represent a good sample of the total number of county trustees statewide. In fact, the 15-person working group is larger in comparison to the total number of county trustees than other CSBA committees like the Legislative Committee or Annual Education Conference Committee are in relation to the CSBA membership overall. This, along with the appointment of current and former CCBE leadership to the Working Group, as well as then-CCBE President John McPherson identifying county trustees to serve on the Transitional Working Group, provides strong evidence that this body is broad enough to represent the interests of county trustees at large. Additionally, county trustees are disproportionately represented on the Legislative Committee, accounting for more than one-fifth of committee membership, another sign of CSBA's commitment to elevating the input of county board members.

Transitional Working Group: Activities

The Transitional Working Group, tasked with providing CSBA's Board of Directors with recommendations about the future services and supports county board members need, held its first meeting on January 12, 2024, indicating our desire to prioritize this work at the very start of the new year. The group then met twice a month from January through March and will continue meeting monthly from April through October. These convenings are in addition to numerous meetings of different Transitional Working Group subcommittees dedicated to providing specific recommendations for the September CSBA County Board Member Conference, the County Trustees Handbook, the County Masters in Governance program, and the Jack Bedell Award for county board excellence.

The Transitional Working Group will continue to address issues of concern to county trustees, including, but not exclusive to, many of the items raised in the letters received by CSBA from the aforementioned county boards. Out of respect for the Transitional Working Group and our desire to allow them to reach conclusions free from duress or influence, the Board of Directors will not offer definitive pronouncements on the exact form CCBE legacy items and activities such as the handbook or fall conference, for example, might assume under the new CSBA County Board Member Services. This understandably causes some trepidation, particularly for those who committed time and energy to these endeavors over the years. Please be assured that our reticence to confirm the status of these legacy items

is simply a product of our respect for the integrity of the process and the talent and knowledge of those trustees serving on the Transitional Working Group.

Transparency

I understand the tension between the desire for additional transparency and the need to protect the deliberations of the Transitional Working Group so its members are free from unnecessary external pressure, and I accept that the balance will not please everyone. Furthermore, where transparency is concerned, I would like to address an incorrect claim contained in the March 21, 2024, letter from the Placer County Office of Education.

Specifically, the PCOE letter incorrectly states that “*The CSBA Board of Directors acted on November 27, 2023 to dismantle CCBE. Three months later there has been no formal communication explaining these actions nor the rationale for them to the fifty-eight county boards of education.*” In fact, on [December 6, CSBA emailed a letter](#) and an embedded [Frequently Asked Questions](#) document to all California county board trustees introducing CSBA County Board Member Services and explaining the reasons behind the transition from CCBE. Whether the PCOE board found it acceptable is another matter and one we will continue to address. The question of whether this communication occurred, however, can be put to rest and we again encourage all county offices to review the [December 6 letter](#) and [FAQ](#).

Ownership

In that same December 6 email, we wrote that, “*the partnership will be guided by the County Board Transition Working Group, a panel of county board members established to make recommendations to CSBA’s Board of Directors about services and programs that would most benefit county board members,*” a statement that remains true today. The email also mentions the transition was motivated by a desire for greater alignment across CSBA, more cohesive representation for county trustees in the Delegate Assembly and on the CSBA Board of Directors, and the opportunity to supplement and expand existing CCBE products and services with new opportunities.

In response to this last point, the letter from PCOE stated that county boards, “*need to belong to an organization where they feel ownership ... and not a service provider.*” I agree with this sentiment but also recognize the transition from CCBE to County Board Member Services is challenging and that it may take time for members to become comfortable with the new configuration. Nevertheless, I am optimistic that a sense of ownership will grow as CSBA demonstrates continued commitment to county boards and as county trustees help guide and influence County Board Member Services.

I would also be remiss if I failed to point out that overexuberance where ownership is concerned led CCBE to repeatedly negotiate and make agreements with the leadership of other organizations without the knowledge of CSBA’s Board of Directors. This occurred despite warnings that such action was ill-advised and that, as the legal body assuming liability on behalf of the association, such action was not welcomed by CSBA. As noted in the [FAQ](#), CSBA’s Board of Directors also expressed concern about CCBE taking positions on legislation outside of the CSBA structure, maintaining separate Bylaws and Standing Rules, and having separate officers and a separate Board of Directors.

This is where our shared, stated vision is most instructive: CSBA is the essential voice of public education, not two voices in recurring conflict with one another. We firmly believe that vision is fully compatible with and, in fact, best served when county services are crafted by county trustees, for county trustees, and under the banner of CSBA. The Transitional Working Group is currently engaged in forging this path. From this new beginning, that sense of ownership will re-emerge absent any questions of legality as part of the foundational structure of CSBA.

Influence

On the topic of influence, it bears mentioning that, back in January, the Board of Directors increased the number of dedicated county seats in three of our nine standing committees, including some of our most impactful: Education Legal Alliance, Policy Platform, and Annual Education Conference and Trade Show. This is a significant increase in county representation in some of the most important seats at the CSBA table, even though county trustees were already disproportionately represented on the Board of Directors, in the Delegate Assembly and on the Legislative Committee. And with respect to the Legislative Committee — perhaps the most sought-after committee in CSBA — county board members are disproportionately represented. Despite accounting for approximately 0.06 percent of the total number of board members in California, county trustees occupy 20 percent of the Legislative Committee. Overall, county boards have greater proportional representation in CSBA's organizational structure than local school districts. This is not the sign of an organization that undervalues county boards or is seeking to diminish the role of county trustees.

Finances

Another way in which county boards differ from local school districts is in the area of dues. As noted in multiple letters, the current structure of CSBA includes dues specific to county boards for CCBE membership. For the current fiscal year, the sum total of those dues paid from among all 58 county boards was approximately \$165,000. The majority of those funds are used to provide total compensation (salary, benefits, employment tax) for a dedicated CSBA employee to support CCBE and now County Board Member Services. This allocation of funds to retain an employee dedicated to county board services and activities was specifically requested by the then-CCBE President as being a priority from the beginning of the transition, which CSBA has honored. No funds have been diverted to purposes that were not previously requested by CCBE leadership or used for purposes unconnected to CCBE. Suggestions to the contrary are spurious as the former CCBE leadership is aware of the nature of these expenditures and their role in determining them.

SB 1380

Another issue concerns CSBA-sponsored Senate Bill 1380. This bill would address statutory loopholes in the charter school authorization process. There has been some concerns raised around the development of this proposal without consulting county board members. Prior to the bill's formal introduction in the Senate, it was discussed as part of CSBA's sponsored bill package before the Legislative Committee. During that same time, the Governmental Relations staff contacted numerous county board members on the topic of SB 1380, including multiple county trustees who were part of the leadership structure of the former CCBE. CSBA staff continue to do so now in an effort to improve the charter school authorizing process and protect county and district board authority. However, our team did not involve county trustees during the initial stages of the bill development process. County trustees should have been consulted earlier. We acknowledge this error and staff is already planning to take steps to improve their internal process so this type of oversight does not happen again. In the meantime, we will continue working with our members to address serious concerns with the charter authorizing process and push SB 1380 forward as it will help ensure county boards have a seat at the table when important policy changes to the Charter Schools Act are being discussed by the Legislature this year.

In closing, it is our desire to develop County Board Member Services so it is fully inclusive, effective, and empowering to all county trustees. It is a work in progress, and it is one to which we are completely committed. CSBA will not shy from the effort needed to make this initiative a success, nor will we be deterred by criticism or difficult conversations. We will navigate this transitional period to a safe harbor where county trustees feel supported, valued, and engaged. This change represents a new horizon for CSBA and its support of county board members, and I believe there is significant opportunity for further

collaboration, advocacy, and training under one unified trustee association. I look forward to working with you as we build a better future for our members and the association.

Respectfully,

Albert Gonzalez
CSBA President



California School Boards Association | 3251 Beacon Blvd., West Sacramento, CA 95691
Phone: (800) 266-3382 | Fax: (916) 371-3407

March 8, 2023

CSBA County Board Governance Workshop

Transitional Working Group: The Road Towards Expanded County Services

Participants Thoughts

1. COE Training Opportunities
2. Improved honest conversations between COE & CSBA
3. BOD educated on changes and the feelings of COE regarding this process
4. Networking for COEs
5. Add to by-laws communications with COE's
6. Include dissolution clause
7. Ensuring equitable COE representation on CSBA
8. Model shared governance and transparency
9. Maintain COE identity
10. Handbook momentum
11. Financial Transparency
12. Update website
13. continue training for COE and responsibilities- Spring/Fall
14. A strong & genuine apology from the BOD
15. Shared/continued committee work of County Boards
RESOLVE TOGETHER
16. Dues structure
17. CCBE Offerings
18. Info on website (access)
19. County/District Roles and Relationships (R&R)
20. Advocacy County Specific Issues
21. Ownership versus Services
22. Balance ONE VOICE proportional Representation

Tabulations

16. Dues Structure
- 1/13. COE Training Opportunities - Fall/Spring
2. Improved honest conversation between COE and CSBA
9. Maintain COE identity
7. Ensuring equitable COE representation on CSBA
10. Handbook Momentum
11. Financial Transparency
14. A strong & genuine apology from the BOD
20. Advocacy for County specific issues
12. Update Website

Yolo County

OFFICE OF EDUCATION

Board Calendar (Meetings, Events and Special Dates)

April

Saturday, April 20, 6-9 pm, United Way California Capital Region Annual Gala, location: Sacramento Memorial Auditorium ([register](#))

Tuesday, April 23, 8:30 am-4:00 pm, Whole Child Equity Summit (**registration closed – event full**)

Friday, April 26, African American Youth Conference, location: River City High School Gymnasium

Saturday, April 27, Winters Youth Day

May

Thursday, May 2, Big Day of Giving

Thursday, May 9, 11:00 am-1 pm, NAMI Yolo Hope & Resilience Luncheon, location: El Macero Country Club (Davis) (**registration closed – event full**)

Monday, May 13, 6:00-8:30 pm, SELPA Community Advisory Committee (CAC) Awards, location: YCOE Conference Center ([register](#))

Monday, May 13, 5:15-8:00 pm, ACSA Region 3 Administrator of the Year Awards Gala, location: Hilton Sacramento Arden West (Sacramento) ([register](#))

Tuesday, May 14, 3:30 pm, **Board Meeting**

Thursday, May 16, 3:00-6:00 pm, YCOE Staff Appreciation Event, location: Nelsons Grove

Friday, May 17, 4:30-9:00 pm, Celebrate Davis, location: Community Park (Davis)

Saturday, May 18, 8:30 am-1:30 pm, Child Development Conference, location: Woodland Community & Senior Center ([register](#))

Monday, May 20, 9:00 am-1 pm, Roadmap to the Future Champions Session, location: TBA

Thursday, May 30, 4:00-6:00 pm, YCOE Retiree Ceremony, location: YCOE Conference Center

June

Sunday, June 2, 10:00 am-5:00 pm, Yolo County Juneteenth Celebration, location: UC Davis ARC Ballroom

Wednesday, June 5, 10:00-noon: Greengate School Graduation, location: Greengate School

Thursday, June 6, 10:00 am-noon: Adult Living Skills (ALS) Graduation, location: YCOE Conference Center

Thursday, June 6, 1:00-3:00 pm: Horizon Graduation, location: YCOE Conference Center

Thursday, June 6, 5:30-7:00 pm: Cesar Chavez Community School Graduation, location: YCOE Conference Center

Tuesday, June 11, 3:30 pm, **Board Special Meeting** (Budget Study Session)

Thursday, June 20, 5:00-8:00 pm, Woodland State of the City, location: The Maples (Woodland) ([register](#))

Tuesday, June 25, 3:30 pm, **Board Meeting** (Budget & LCAP Adoption)

Tuesday, June 25, 11:00 am-1pm, West Sacramento State of the City Luncheon, location: City Hall Galleria ([register](#))

August

Monday, August 12, **YCOE Orientation**, location: YCOE Conference Center

Tuesday, August 13, 3:30 pm, **Board Meeting**

August 14-18, Yolo County Fair, location: Yolo County Fairgrounds

September

Tuesday, September 10, 3:30 pm, **Board Meeting**

Sunday, September 15, 5:30-9:30 pm, Woodland's Dinner on Main, location: Heritage Plaza

Wednesday, September 25, Yolo Youth Empower Summit, location: UC Davis

Saturday, September 28, 9:00 am-noon, NAMIWalks Yolo County, location: Woodland Community College

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

October

Saturday, October 5, 3:00-6:00 pm, YoloArts Art Farm Gala, location: Gibson House

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

Saturday, October 12, time TBA, Concilio of Yolo County Recognition Dinner, location: Woodland Community and Senior Center

13. ADJOURNMENT
