UNADOPTED

Minutes of
Madera County Board of Education
July 9, 2019

Present: Cathie Bustos, Nancy Prosperi, Alfred Soares, Jr., Grant Sturm, Joe Vived, Sara Wilkins, Dr. Cecilia A. Massetti, Executive Secretary

Absent: Bobby Thatcher

Also Present: Steve Carney, Fred Cogan, Jessica Drake, Dennis Lingo, Dianna Marsh, Jennifer Pascale, Tricia Protzman, Kristi Winter

1.0 Call to Order

1.1 Flag Salute

President Sara Wilkins called the meeting to order at 3:30 p.m. followed by the flag salute.

2.0 Consideration of Minutes

2.1 Special Meeting June 27, 2019

Nancy Prosperi moved to approve the minutes of June 27, 2019, seconded by Joe Vived and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

3.0 Adoption of Board Agenda

Alfred Soares, Jr., moved to adopt the agenda as presented, seconded by Cathie Bustos and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

4.0 Information

4.1 Public Comment

President Wilkins stated that this time is offered to members of the public wishing to address the Board on matters not listed on the agenda. Board members may listen to, but not discuss matters not on the agenda (G.C. 54954.2). No one came forward to address the Board.

4.2 Letter and Communications

Dr. Massetti provided information on the following:

- The COMPACT Luncheon will be held August 27th. She invited the Board to attend.
- Construction is underway at the Early Education Center (EEC). With the new construction, EEC will have the possibility of educating 250 3-5 year olds.
- Madera County Independent Academy is undergoing a refurbish. The buildings are being painted and needed maintenance is being completed. The Information Technology division is assisting in removing old wiring that is no longer needed.
- Keys to the Career Technical Education Building have been given to Opie Riar. Mr. Pascale will be coming in to set-up this summer.

4.3 Non-School Sources
None

4.4 Madera County School Boards Association (MCSBA) Executive Committee Meeting Report
Grant Sturm reported the next General Meeting will be held August 28th at Rivergold Elementary School. A flyer will be going out soon. The topic is school safety. The district attorney will speak as well as an attorney from AALRR.

4.5 Communications Committee Report
Nothing to report.

4.6 Madera County Foundation Board Report
Nothing to report.

4.7 Member Report(s)
None

5.0 Information from the Superintendent and Staff

5.1 Financial Report
Mr. Carney reported the total revenue received for the general fund is approximately $39 million. He believes the $45 million budget will be reached. Liabilities and entries still need to be made, so an increase to the ending balance will not happen. The $21 million ending balance is due to the COP funds, MAA payments, and the $2 million that CDE has overpaid to MCIA. CDE has been contacted about repayment of these funds. He anticipates about a $500,000 increase to both restricted and unrestricted.

5.2 Annual Board Calendar
Dr. Massetti presented the 2019-2020 annual calendar, which is similar to the calendar from last year. The Annual Board Calendar outlines the items that may be presented to the Board.

5.3 Declaration of Need for Fully Qualified Teachers
Mrs. Protzman informed the Board that MCSOS may have a need for teachers who hold General or Special Education Limited Assignment Permit in the 2019-2020 year.

Human Resources used the number of teachers not fully credentialed from 2018-2019 to estimate the need for the coming year. Approximately ten interns and six limited assignment permits may be required.

Mr. Vived asked if that meant MCSOS is currently six teachers short for the 2019-2020 year. Mrs. Protzman explained that over the course of the year there may be a potential to hire someone not fully qualified.

Mrs. Prosperi asked how long an individual can hold a provisional credential. Mrs. Protzman stated that depends on the individual. A provisional credential can be used for a year. Then that person can use a short-term permit for a year. During that time, they need to pass the CSET to meet the qualification of an internship permit and they must be in a credential program. They must also pass the RICA and complete coursework for their program.

5.4 Quarterly Report on Williams Uniform Complaints

Ms. Drake reported no complaints were filed.

5.5 WASC Review for Endeavor and Voyager

Mr. Cogan reported the Endeavor/Voyager Secondary Schools accreditation was reaffirmed through the end of the current accreditation cycle ending in June 2022. A follow-up progress report will be submitted to the ACS WASC office by June 1, 2020.

Mr. Vived noted that math was an area of concern and asked what will be done to rectify the issue. Mr. Cogan stated he has not yet had the opportunity to speak with Hugo Sanchez and Alan Macedo. However, the math program must be aligned to the California Standards and the SBAC needs to be used as a tool to guide instruction. President Wilkins commented that will be reflected in the LCAP.

Mr. Carney stated an issue is that students are in this program on average just 22 days. Mr. Vived asked why it takes so long to get records from MUSD. Mr. Cogan stated the glitch is not with MCSOS. He stated as the assistant principal and principal for Chowchilla, he found it difficult to obtain records from the district as well.

Mr. Vived asked about monitoring contact with parents. Mr. Cogan stated PowerSchool and PowerTeacher may have a feature to monitor when contact is made. Staff must begin logging that information.

Dr. Massetti talked about creating a parent portal site for the coming year.

Mr. Vived asked about Probation turning the internet off and restricting student use of Odysseyware. Mr. Carney explained the former probation officer in charge used the internet for punitive purposes. The new officer is more open to allowing students access to the web. Mr. Soares, Jr., asked if an alternative method is available to students when the internet is down. The response was that Odysseyware is the credit recovery system being used.

Mrs. Prosperi asked if student records are electronic and whether MCSOS has access to them. Dr. Massetti explained some student records are available electronically. (Ex: Students on an IEP would have records in SEIS, and the district can grant us access. However, if the district the student is coming from does not use the same data system that wouldn't be possible and then MCSOS would request a paper copy. Records outside of SEIS, general education records, have to be transferred via paper.)

5.6 Student Events Presentation

Mrs. Marsh introduced Kristi Winter. Ms. Winter presented highlights of the academic events throughout 2018-2019. Events included: Academic Decathlon, Academic Pentathlon, Mock Trial, the Math Tournament, and ArtsFest.

6.0 Old Business

None

7.0 Closed Session

None

8.0 New Business

8.1 Consideration Issuance of Temporary County Certificates

Mrs. Protzman asked the Board to ratify the issuance of Temporary County Certificates (TCCs) from June 1-28, 2019. TCCs are issued in order to authorize the individual to work while the California Commission on Teacher Credentialing reviews his/her waiver request, emergency permit, initial and/or renewal credential application packet.

Joe Vived moved to ratify the Issuance of Temporary County Certificates, seconded by Alfred Soares, Jr. and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

8.2 Consideration Disposition of Surplus/Obsolete Equipment

Mr. Carney provide the Board with a list of equipment declared obsolete. Items included laptops, printers, monitors, docking stations, and projectors.

Cathie Bustos moved to approve the list of surplus/obsolete equipment, seconded by Grant Sturm and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

8.3 Consideration Destruction of Records
Mr. Carney explained that under the provisions contained in Title V, California Administrative Code Sections 16020 through 16028, MCSOS may destroy Class 3 – Disposable Records after July 1, succeeding the completion of the audit required under EC 41020 or after the retention period otherwise required but no later than the following January 1.

Grant Strum moved to approve the Destruction of Class 3 – Disposable Records, seconded by Alfred Soares, Jr.

Mr. Soares, Jr., asked how many records would be destroyed. Mr. Carney estimated approximately 15 boxes of documents.

Mrs. Prosperi asked if the shredding would be completed by an outside agency. Mr. Carney informed the Board a shredding company has been hired.

The vote passed unanimously.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

8.4 Consideration Madera County School Boards Association Membership Dues for 2019-2020
Alfred Soares, Jr., moved to approve the Madera County School Boards Association Membership Dues for 2019-2020, seconded by Grant Sturm, and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

President Wilkins adjourned the meeting to break at 4:22 p.m. and reconvened at 5:15 p.m. for the public hearing.

8.5 Consideration Resolution #1, 2019-2020 Availability of Instructional Materials for Alternative Education
Mr. Cogan explained Education Code Section 60119 requires county offices of education to hold an annual public hearing to determine if each pupil has sufficient textbooks or instructional materials in specified subjects that are aligned to the academic content standards and consistent with the cycles of the curriculum frameworks adopted by the state board. Because Juvenile Hall and the Academy run year-round, materials for the program must be reviewed now to meet the requirement of approval within 8 weeks of the start of school.

President Wilkins opened the public hearing at 5:15 p.m. on the Availability of Instructional Materials for Alternative Education. No one came forward to speak. The public hearing closed at 5:16 p.m.

Grant Sturm moved to approve Resolution #1, 2019-2020 Availability of Instructional Materials for Alternative Education, seconded by Alfred Soares, Jr. and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

8.6 Consideration Adoption of Instructional Materials for Madera County Superintendent of Schools Alternative Education Programs.
Mr. Cogan reported this item lists the materials that will be used for the 2019-2020 school year at Juvenile Hall and the Academy.

Cathie Bustos moved to adopt the Instructional Materials for Madera County Superintendent of Schools Alternative Education Programs, seconded by Joe Vived and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

9.0 Other

9.1 Consideration Excusing Member from Absence at a Meeting for Purposes of Member Participation in Conference(s)
Per Board Bylaw 9350, a member may be excluded from a meeting to attend conferences or due to special circumstances as long as they have met an attendance requirement of 75% of the preceding 12 months of board meetings including special meetings.

Alfred Soares, Jr., moved to excuse Bobby Thatcher, seconded by Nancy Prosperi and carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

10.0 Adjournment
Alfred Soares, Jr. moved to adjourn the meeting, seconded by Cathie Bustos and

carried by unanimous vote.

Ayes: Bustos, Prosperi, Soares, Jr., Sturm, Vived, Wilkins
Noes: None
Abstain: None
Absent: Thatcher

The meeting adjourned at 5:17 p.m.

Respectfully submitted,

Cecilia A. Massetti, Ed.D.
Executive Secretary

CAM/jep