UNADOPTED

Minutes of
Madera County Board of Education
January 9, 2018

Present: Cathie Bustos, Nancy Prosperi, Alfred Soares, Jr., Grant Sturm, Joe Vived, Sara Wilkins

Also Present: Steve Carney, Dianna Marsh, Rebecca Martinez, Dr. Cecilia Massetti, Cheryl Mohr, Jennifer Pascale, Tricia Protzman, Justin White, Christina Zakarian

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.

Dr. Massetti announced that due to the agenda not being posted in advance, the Madera County Committee on District Organization meeting would be postponed until February 13, 2018.

2.0 Consideration of Minutes

2.1 Regular Meeting December 12, 2017

Cheryl A. Lara was present at the December 12th meeting, but was left out of the minutes. Dr. Massetti requested she be added.

Alfred Soares, Jr., moved to approve the minutes of December 12, 2017, as amended, seconded by Cathie Bustos 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

Dr. Massetti requested agenda item #5.5 Mary Mensch – Educator of the Week Video, be moved to February.

Nancy Prosperi moved to adopt the agenda as amended, seconded by Joe Vived and carried by unanimous vote.

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

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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 Letters and Communications

Dr. Massetti reported and provided copies on the following:

- The Madera County Compact Business and Education Shareholders' Luncheon and Crystal Tower Awards will be held August 28, 2018.
- The Bridges to Leadership PASC symposium took place on December 16, 2017. This was the 21st cohort and 24 individuals graduated.
- The Annual Winter Luncheon was held December 15th with the theme being 'Flannel and Frost'. Staff members housed in the administrative building participated.
- The special education staff at Coarsegold Elementary held the 31st annual luncheon for general education staff at the Coarsegold campus on December 14th. It was themed, 'Winter Wonderland'. Dr. Massetti and Cheryl Mohr attended.
- Chowchilla Elementary School District hosted a holiday reception on December 15th. This was the 10th annual reception, which recognizes individuals for their contributions to students and the community of Chowchilla.
- January 8th marked the opening of the Sherman Thomas STEM Academy for 6th, 7th, and 8th grade students. A ribbon cutting ceremony was held.
- Dr. Massetti asked Cheryl Mohr to read an e-mail from one of MCSOS' speech pathologists. The e-mail explained the self-less nature of her students.

4.3 Non-School Sources

Dr. Massetti reported that Demographer Scott Odell thanked her and Rebecca Martinez, Clerk Recorder & Registrar of Voters for assistance with the mapping issues in eastern Madera County.

The Madera Tribune ran a front page article on the new voter system, which Ms. Martinez and Justin White reported on later in the meeting.

4.4 Madera County School Boards Association Executive Committee Meeting Report

Grant Sturm explained the next meeting is scheduled for February 7th and will cover the impact of STRS and PERS on school budges.

4.5 Communications Committee Report

Nancy Prosperi reported the next meeting will be held January 11th and a report will be available next month.

4.6 Madera County Foundation Board Report

Cathie Bustos will report next month as the Foundation has not met since the last report.

4.7 Member Report(s)

Sara Wilkins stated that Bobby Thatcher was sick and could not attend. His report will be given at the next meeting.

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5.0 Information from the Superintendent and Staff

5.1 Financial Report

Steve Carney reported the total revenue for restricted and unrestricted through December is $10,637,504 and is 30.8% of the working budget. Expenses to date are $16,396,193 and are 45.5% of the working budget. A cash flow increase will be seen in January with the collection of the first installment of property taxes.

Joe Vived asked how much is anticipated in bill back monies. Mr. Carney explained there will be no income from bill backs this year. Dr. Massetti explained a bill back is anticipated for preschool programs at approximately $250,000. If the districts want to add an additional class, each class costs about $170,000 to run.

5.2 MCSOS Williams Quarterly Report

Dr. Massetti reported no Williams Uniform Complaints have been filed.

5.3 New Elections Format

Rebecca Martinez, Clerk Recorder & Registrar of Voters and Justin White, Chief Assistant County Clerk – Recorder presented on the Voters Choice Act. There are approximately 54,311 voters in Madera. Elections are administered for federal and state office, county and city, school districts, and special districts.

Madera County has opted to move to the new model now for several reasons. There has been a noticeable increase in voters voting by mail with a significant decrease in the use of polling places. If nothing was changed, 80% of registered voters would be voting by mail in 2020.

The Voter's Choice Act was brought by Senate Bill 450, which was signed on September 29, 2016. It allowed 14 counties to make the change in 2018 with all other counties changing in 2020. Five counties opted to make the change now, including Madera. The goals are to improve the voting experience, participation, and make elections more efficient and cost effective. For the upcoming election, every registered voter will be sent a vote by mail ballot. On May 8th, four ballot drop-off locations will be open. These locations will remain open until June. Tentative locations include: Oakhurst, Madera, Madera Ranchos, Chowchilla. Regulations require that the ballots be collected regularly. Vote by mail options include mailing it in, taking it to a drop box, or leaving it at a vote center. For those who do not want to vote by mail, six vote centers will be located across Madera County. These centers will be open for multiple days.

Polling places vs. vote centers:

- Polling places:
  - Offered accessible voting devices
  - Drop off ballot at any site
- Vote center:
  - Will offer accessible voting devices
  - Drop off ballot at any site
  - Multiple voting days
  - Ballot on demand
  - Electronic/secure check-in

- Well trained employees (50 vs. 350)
- Reduced use of provisional ballots
- Substantially reduced cost

There will be two types of vote centers. The first type will open 11 days prior to election day. They will be open from 8 a.m. to 5 p.m. Two weekends will be included during that period of time. These locations will be in Madera and Oakhurst. The second type will open 4 days prior to election day. They will be open from 8 a.m. to 5 p.m. and will be located in Madera, Oakhurst, Chowchilla, Eastern Madera, Madera Ranchos, and Coarsegold. The election administration plan will be available at www.votemadera.com/vca. Ms. Martinez encouraged community members to share their thoughts at electioninfor@co.madera.ca.gov.

5.4 Teacher Leader Certificate Academy

Dianna Marsh reported the academy has been offered for 3 months. It was brought forward to MCSOS by the Madera Unified superintendent. The academy is for individuals who want more leadership skills, but are not ready to commit to becoming an administrator. There are assignments for each session including readings and threaded discussion. This cohort began with 15, however two have dropped. All cohort members are from Madera Unified. This is a two-year program. Next year, members will work on a project that can be used at their site or in their district. Participants will leave the program with 16 units of college credit. Madera Unified is providing this training at no cost to the participant.

5.5 Mary Mensch – Educator of the Week Video move to February

Moved to February.

6.0 Old Business

6.1 Consideration President Appointments

President Wilkins made the following appointments:

- CSBA Legislative Network: Alfred Soares, Jr.
- Foundation Board: Cathie Bustos
- MCSOS Communications Committee: Nancy Prosperi

7.0 Closed Session

None

8.0 New Business

8.1 Consideration Issuance of Temporary County Certificates

Tricia Protzman asked the Board to ratify the issuance of Temporary County Certificates (TCCs) from December 1-31, 2017. 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 TCCs, seconded by Grant Sturm and carried by unanimous vote.

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

8.2 Consideration Review and Accept 2016-2017 Audit Report
Christina Zakarian presented the audit from Borchardt, Corona, Faeth, & Zakarian CPA Firm. Mr. Carney distributed a bound copy of the summary.

Ms. Zakarian stated the audit has been submitted to the state. The normal process is to review and send a letter of results in the spring. MCSOS is subject to federal auditing as well. Ms. Zakarian referred to the 'Opinions' section of the letter from the firm, which stated, "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Madera County Office of Education as of June 30, 2017, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America." The audit went well.

Page 3: Management's Discussion and Analysis
- The top bullet points out MCSOS has a total net position of $281,894. This figures includes capital assets and debts as well.

Page 5: Table 1 Net Position
- The table explains the make-up of the above mentioned position. There were variances from the prior year. Receivables went down and cash went up. In the liabilities section the certificates of participation increased, however MCSOS will see savings down the road.

Page 6: Table 2 Change in Net Position
- This is a summary of all revenues and expenditures throughout the year. It shows an increase of $1.7 million.

Page 55: Schedule of Financial Trends and Analysis
- This shows the trends of the fund over the last 3 years. There was an increase to the general fund by about $800,000. Even though the ADA decreased, the amount collected from districts increased.

Page 65: Schedule of Audit Findings and Questioned Costs
- There were no current findings. This is a good thing.

Page 67: Summar Schedule of Prior Audit Findings
- Illustrated the findings in the prior year which included errors in attendance reporting.

Grant Sturm moved to accept the 2016-2017 Audit Report, seconded by Cathie Bustos and carried by unanimous vote.

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

8.3 Consideration of the School Accountability Report Card for the School Year 2016-2017
Dr. Massetti reported that Jim Sargent was attending an Incident Command training and unfortunately Leslie Neumeier had the flu. Therefore, questions concerning CAES programs were answered by the other MCSOS staff. Cheryl Mohr presented the SARC for special education.

Alfred Soares, Jr. pointed out that the data and information were what Mr. Sargent presented two months ago when he did the dashboard presentation.

8.3.1 Endeavor/Voyager Secondary School
Alfred Soares, Jr., moved to approve the SARC for Endeavor/Voyager Secondary School, seconded by Nancy Prosperi and carried by unanimous vote.

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

8.3.2 Pioneer Technical Center
Mrs. Prosperi asked if PTC's SARC included PTC, Chowcilla. Mr. Carney explained that it did.

Mrs. Prosperi asked about the percentages for PTC. Cheryl Mohr explained a lot of the numbers in the SARC are pre-populated. Dr. Massetti explained CAES populations are in constant flux. MCSOS is looking for general patterns. The SARC does not fit MCSOS programs 100%. Mrs. Marsh explained the percentages are pulled from the dashboard.

Alfred Soares, Jr., moved to approve the SARC for Pioneer Technical Center, seconded by Grant Sturm and carried by unanimous vote.

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

8.3.3 Madera County Independent Academy
Nancy Prosperi moved to approve the SARC for Madera County Independent Academy, seconded by Cathie Bustos and carried by unanimous vote.

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

8.3.4 Special Education
Cheryl Mohr explained the SARC states it is for Gould Educational Center, however, all special education programs are included as they share the same CDS code.

The SARC for special education does not provide the amount of information in comparison to others because many of the students in MCSOS programs cannot complete the assessments. Numbers have been consistent over the years.

18-22 year-olds are grouped together in grade 12. Mr. Vived asked about the 22 teachers working without full credentials. Ms. Mohr explained these teachers are not misassigned. They are in credentialing programs and are on TCCs. These teachers include itinerants and speech language pathologists.

Under facilities, operations and maintenance continue to complete ongoing upgrades and maintenance orders. Currently, there is a major remodel at the old PTC building, which Early Start will be moving in to. In Coarsegold, the roof is in need of repair. However, the building is not owned by MCSOS. MCSOS is working with YUSD to get those projects completed.

Ms. Mohr explained MCSOS is required by law to meet with parents annually. However, there is a lot more contact with parents than that.

Mr. Vived asked about the Unique curriculum. Ms. Mohr explained it is a curriculum developed for students with moderate to severe disabilities.

Ms. Prosperi asked why are there no principal salaries listed. Dr. Massetti explained MCSOS does not have principals. Rather, MCSOS has program directors. However, salaries are available on Transparent California.

Grant Sturm moved to approve the SARC for Special Education, seconded by Nancy Prosperi 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 Tatcher, seconded by Cathie Bustos 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 Nancy Prosperi and carried by unanimous vote.

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

The meeting adjourned at 5:21 p.m.

Respectfully submitted,

Cecilia A. Massetti, Ed.D.
Executive Secretary

CAM/jep