UNADOPTED

# Minutes of
# Madera County Board of Education
# June 12, 2018

Present: Cathie Bustos, Alfred Soares, Jr., Grant Sturm, Bobby Thatcher, Joe Vived, Sara Wilkins

Also Present: Steve Carney, Jessica Drake, Kelly Kline, Dennis Lingo, Dianna Marsh, Cecilia A. Massetti, Ed.D., Cheryl Mohr, Tricia Protzman, Jim Sargent

## 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 Regular Meeting May 8, 2018

Grant Sturm moved to approve the minutes of May 8, 2018, as presented, seconded by Alfred Soares, Jr., and carried by unanimous vote.

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

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

## 4.0 Information

### 4.1 Public Comment

President Sara Wilkins stated 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 Student Programs and Services Promotion Ceremony was held May 31, 2018.

- Correspondence from the Accrediting Commission for Schools Western Association of Schools and Colleges (WASC) was received. Pioneer Technical Center (PTC) has earned accreditation through June 2021.
- California Department of Education informed Madera County Superintendent of Schools (MCSOS) that the Second Interim Report met the qualifications for positive certification. The certification is good for two years.
- The WASC full visit is scheduled at PTC on November 4-7, 2018.
- The 8th Grade Promotion Ceremony for Madera County Independent Academy (MCIA) and Pioneer Technical Center Independent Student (PTCIS) took place June 4th at 1 p.m.
- Madera Unified School District (MUSD) celebrated the transfer of power between the senior class leaders of 2018 and their successors of 2019. Elected officials were invited. Joe Vived attended.
- Dr. Massetti attended the MUSD Career and Alternative Education Services (CAES) graduation ceremony for Furman, Ripperdan, Mountain Vista, and Madera Adult School.
- Mrs. Protzman attended the Madera South High School graduation.
- Dr. Massetti attended graduations for Madera High and Liberty High.
- The MCSOS CAES commencement ceremony was held June 6, 2018. Some Board of Education members attended.
- Ag Camp was held for Golden Valley Unified School District (GVUSD) and Ezequiel Tafoya Alvarado Academy (ETAA) on June 11 & 12, 2018.
- A Memorial Day service was held May 28, 2018, in the park.
- A letter was received from Michael X. Garrett, Lt. General U.S. Army Commander, United States Army Central thanking MCSOS for supporting Sergeant Edgar Dayuday during his overseas deployment.

**4.3 Non-School Sources**

None

**4.4 Madera County School Boards Association Executive Committee Meeting Report**

Grant Sturm reported that the Executive Committee met on May 9th. The next general meeting is scheduled for August 29th in Chowchilla. The topic will be on human trafficking.

**4.5 Communications Committee Report**

Mrs. Prosperi was not in attendance to provide the report. No meeting has been held.

**4.6 Madera County Foundation Board Report**

Mrs. Bustos reported that the Foundation financial report looks good. 550 people attended ArtsFest (a decrease from last year's attendance by 23). There were 271 entries. An application for the Golden Bell award will be submitted for ArtsFest.

**4.7 Member Report(s)**

None

## 5.0 Information from the Superintendent and Staff

### 5.1 Financial Report

Mr. Carney reported the total revenue for the restricted and unrestricted General Funds through May 2018 is $29,863,067 and is 83.8% of the working budget. Expenses to date are $32,108,087 and are 86.3% of the working budget. The decrease in fund balance is $2,245,020, which is normal for this time of the year. The increase in the unrestricted fund balance for the year is $623,088 and the restricted decrease for the year is $1,588,010, which is due to special education funding.

The net decrease in fund balance for PTC is $578,690. The working budget calls for a decrease for the year of $445,601. This is the result of a decrease in the seat-time ADA in Madera.

MCIA has an increase in fund balance of $490,368. However, it is projected to have a decrease for the year of $688,451, which is due to a significant loss of ADA for the year.

### 5.2 Consideration of Local Control Accountability Plan (LCAP) for Madera County Independent Academy (MCIA)

A public hearing was called to order by President Wilkins at 3:40 p.m. There were no public comments.

Mr. Sargent reported MCIA secondary independent study students will be merging with the PTC program. It will be under the direction of one supervisor, which will benefit both programs on a number of levels. MCIA will continue focusing on K-8 students.

The public hearing closed at 3:42 p.m.

### 5.3 Consideration of Proposed 2018-2019 Budget for Madera County Independent Academy (MCIA)

A public hearing was called to order by President Wilkins at 3:43 p.m. There were no public comments.

Mr. Carney reported it is unknown what the growth of the K-8 students will be. This year, MCIA ended with 61 ADA. MCSOS is budgeting for 41 ADA due to 20+ students promoting to the 9th grade. The year started with $1.8 million. Even with deficit spending, the end balance is $1.7 million. Looking at the two schools combined, there is a net increase for both programs of $10,000. Even showing a big loss, PTC has experienced a sizable gain.

The public hearing closed at 3:45 p.m.

### 5.4 Consideration of Local Control Accountability Plan for Pioneer Technical Center (PTC)

A public hearing was called to order by President Wilkins at 3:46 p.m. There were no public comments.

Mr. Sargent stated that PTC is going to be different. Non-independent study students will be blended with independent study students. This will create a dynamic environment. It will be more effective financially.

The public hearing closed at 3:47 p.m.

**5.5 Consideration of Proposed 2018-2019 Budget for Pioneer Technical Center**
A public hearing was called to order by President Wilkins at 3:48 p.m. There were no public comments.

Mr. Carney reported a 2.71% COLA was assumed, however that should have been 3%. MCSOS will receive a super COLA for PTC. The ADA used in the budget is 300. The increase from the prior year is due to the new blended format at PTC. The budget reflects an increase to the ending balance of about $204,000.

The public hearing closed at 3:49 p.m.

**5.6 Consideration of Local Control Accountability Plan for Madera County Superintendent of Schools (MCSOS)**
A public hearing was called to order by President Wilkins at 3:49 p.m. There were no public comments.

Mr. Sargent stated this LCAP covers Juvenile Hall and the Academy with approximately 40-50 students. The LCAP places restrictions on the educational services that can be provided to students that are incarcerated. This program is well staffed with a 12:1 ratio.

The public hearing closed at 3:51p.m.

**5.7 Consideration of Proposed 2018-2019 Budget for Madera County Superintendent of Schools (MCSOS)**
A public hearing was called to order by President Wilkins at 3:52 p.m. There were no public comments.

Mr. Carney stated the MCSOS LCAP budget makes up 16% of the total revenue, which is approximately $35 million. There will be $36.9 million in expenses and $1.1 million in deficit spending. Mr. Carney discussed the bill back process and commented MCSOS will not likely bill back next year.

The public hearing closed at 3:53 p.m.

**6.0 Old Business**
None

**7.0 Closed Session**
None

**8.0 New Business**

**8.1 Consideration Issuance of Temporary County Certificates**
Ms. Protzman asked the Board to ratify the issuance of Temporary County Certificates (TCCs) from May 1-31, 2018. 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.

Cathie Bustos moved to ratify the TCCs, seconded by Grant Sturm and carried by unanimous vote.

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

**8.2 Consideration Disposition of Surplus/Obsolete Equipment**
Mr. Carney provided the Board with a list of equipment declared obsolete. Items included a personal computer, a printer, projectors, a USB keyboard, a monitor, a bike, and a digital camcorder.

Bobby Thatcher moved to approve the list of surplus/obsolete equipment as submitted, seconded by Cathie Bustos and approved by unanimous vote.

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

**8.3 Consideration Ratification of 2018-2019 Madera County School Boards Association Proposed Budget**
Alfred Soares, Jr., moved to approve the ratification of the budget, seconded by Cathie Bustos, and carried by unanimous vote.

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

**8.4 Consideration CSBA Membership Dues FY 2018-2019**
The following annual CSBA Membership dues were submitted for approval:

- CSBA Membership Dues 2018-2019 $4992.00
- Educational Legal Alliance Membership Dues 2018-2019 $1,248.00
- CCBE Membership Dues 2018-2019 $1328.00

Total: $7568.00

Bobby Thatcher moved to accept the membership dues, seconded by Grant Sturm.

Discussion: A board member asked how the fees are based. President Wilkins explained that each organization has its own formula. The fees are based on the size of the district and the number of students.

The membership dues were approved by unanimous vote.

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

**8.5 Consideration Annual Statement of Investment Policy**

Mr. Carney explained the MCSOS policy is simple. All MCSOS funds are deposited in the Madera County Treasurer's Office. Review of the investment policy is an old requirement that occurred prior to the Orange County bankruptcy situation. At this point in time, there is no flexibility to invest. The policy must be brought to the Board for approval each year.

Alfred Soares, Jr., moved to accept the Annual Statement of Investment Policy as presented, seconded by Bobby Thatcher and carried by unanimous vote.

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

**8.6 Consideration Adoption of Consolidated Application for Submission, Part II**

Mr. Carney stated, part of the Con App is submitted by June 30th each year. The remaining information is submitted in February. State and federal funds are distributed to sites based on the information in Part II. A significant change this year is Title IV Part A, which is new under Every Student Succeeds Act (ESSA). This is a flexible block grant program known as Student Support and Academic Enrichment Grants. MCSOS programs received approximately $575,000 in state and federal entitlements.

Alfred Soares, Jr., moved to adopt the Consolidated Application for Submission, Part II as submitted, seconded by Grant Sturm.

Discussion: Joe Vived asked why MCSOS only applies for Title I Part A, Title I Part D, and Title II Part A. Mr. Carney explained MCSOS is not able to comply with Title III requirements. Ms. Mohr added that Title III is based on student improvement in English Language Development. She stated special education students are not a part of that piece. The tests currently given, do not measure student progress in ELD. Ms. Marsh stated that the majority of COEs do not take those funds. Mr. Thatcher asked if those funds keep accruing somewhere. Ms. Marsh responded the funds are redistributed to other LEAs.

The Consolidated Application for Submission, Part II was approved by unanimous vote.

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

**8.7 Consideration Resolutions Regarding November 2018 Election**
**8.7.1 Resolution No. 9, 2017-2018, "In the Matter of Payment for Candidate's Statement of Qualifications for the November 6, 2018, Election Ballot"**
President Wilkins stated this resolution explains that candidates will pay their own fees for the election. Dr. Massetti added that MCSOS is required to have this resolution in place prior to the November election. The filing period is July to early August. MCSOS has contacted the elections office to make sure Government codes remain the same from prior years.

Cathie Bustos moved to approve Resolution No. 9, 2017-2018, "In the Matter of Payment for Candidate's Statement of Qualifications for the November 6, 2018, Election Ballot," seconded by Bobby Thatcher and approved by unanimous vote.

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

**8.7.2 Resolution No. 10, 2017-2018, "In the Matter of a Tie Vote for Candidates in Governing Board Elections"**
President Wilkins explained that if there is a tie vote, it will be broken by a coin toss.

Alfred Soares, Jr., moved to approve Resolution No. 10, 2017-2018, "In the Matter of a Tie Vote for Candidates in Governing Board Elections," seconded by Grant Sturm and carried by unanimous vote.

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

President Wilkins, Board Member Vived, and Board Member Soares, Jr., will be up for re-election this November.

**8.8 Consideration Approval Travel Policy MCOEP 3241and Regulations**
Dr. Massetti stated policies are being reviewed. The grant for regional programs and Region System of District and School Support (RSDSS) is going away at the end of September. There is not as much travel as there used to be and there is not a need for a stipend for regional programs. The stipend has been eliminated from the policy. MCOE has been updated to the legal name, MCSOS. Clarification has been made regarding the different types of travel methods: county car, rental car, personal car.

Bobby Thatcher moved to approve Travel Policy MCOEP 3241 and the Administrative Regulations, seconded by Grant Sturm.

Discussion: Mr. Thatcher asked who would be responsible for covering the cost of injury to a passenger if an employee opted to drive their own car for business purposes. Mr. Carney explained the individual's insurance would cover those damages. Dr. Massetti added that both insurance companies would be liable. If an employee drives a county car, they are not allowed to take non-employees with them. If an employee drives their own vehicle for county business, the county covers the employee. For clarification, Mr. Thatcher asked if the county would be responsible if he were to hit another vehicle. Dr. Massetti explained he and the county could be liable.

Travel Policy MCOEP 3241 and the Administrative Regulations were approved by unanimous vote.

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

## 9.0 Other

### 9.1 Consideration Excusing Member from Absence at a Meeting for Purposes of Member Participation in Conference(s)

Alfred Soares, Jr., moved to approve Nancy Prosperi's absence, seconded by Cathie Bustos and approved by unanimous vote.

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

### 9.2 Reminder Special Board Meeting June 27, 2018, 4:00 p.m.

President Wilkins reminded the board of the special meeting on June 27th to approve the LCAPs and budgets.

## 10.0 Adjournment

Bobby Thatcher moved to adjourn the meeting, seconded by Alfred Soares, Jr., and carried by unanimous vote.

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

The meeting adjourned at 4:11 p.m.

Respectfully submitted,

Cecilia A. Massetti, Ed.D.
Executive Secretary

CAM/jep