

MONTEREY COUNTY BOARD OF EDUCATION  
REGULAR MEETING  
MARCH 1, 2017  
APPROVED MINUTES

1. Opening Business

1.1 Call to Order: President Judy Pennycook called the Regular Meeting of the Monterey County Board of Education to order at 2:02 PM in Conference Room A of the Monterey County Office of Education.

1.2 Roll Call

**BOARD MEMBERS PRESENT:**

Judy Pennycook, President	Trustee Area #3
Mary Claypool, Vice-President	Trustee Area #6
Harvey Kuffner	Trustee Area #1
John McPherson	Trustee Area #2
Janet Wohlgemuth	Trustee Area #4
Ronald Panziera	Trustee Area #5 ( <i>via conference call from</i>
<i>36640 Fort Romie Rd. Soledad, CA)</i>	
Dr. Nancy Kotowski, Secretary to the Board	

**ABSENT WITH NOTIFICATION:**

Sergio Alejo	Trustee Area #7
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**STAFF TO SUPERINTENDENT:**

Cindy Altemeyer  
Michelle Archuleta  
Garry Bousum  
Ginny Brown  
Leigh Butler  
Terry Dye  
Dr. Deneen Guss  
Jessica Hull  
Yvette Irving  
Sonia Jaramillo  
Dean Keisker  
Jessica Maschmeyer  
Justin McCollum  
Colleen Stanley  
Jamie Valenzuela-Mumau  
Dr. Chandi Wood

**GUESTS:**

Cassandra Gallup-Bridge  
Becki Hadley  
Edward Sklar

1.3 Pledge of Allegiance: Ron Panziera led the Pledge of Allegiance.

1.4 Adoption of Agenda

*Changes, additions (based on Board Bylaw 9322 – Provision of Emergency/Urgency), and approval of the Agenda as presented. 2/3 vote required if any item is added to the Agenda.*

1.4.1 Changes to the Agenda: None

1.4.2 Additions to the Agenda: None

1.4.3 Adoption of the Agenda:

MSC 16-17-64 (5-0) Mary Claypool, Harvey Kuffner

AYES: Mary Claypool, Harvey Kuffner, John McPherson Judy Pennycook, Janet Wohlgemuth  
NOES: None  
ABSENT: Sergio Alejo, Ronald Panziera  
ABSTENTIONS: None

“That the Monterey County Board of Education adopts the agenda as presented.”

2. Communications

2.1 Correspondence: None

2.2 Oral Comments from the Public *(Comments from the public are limited to items both within the Board’s jurisdiction, as well as not on the agenda. The Board may limit public comments to no more than three (3) minutes, at the discretion of the Board President. Public comment will also be allowed on each specific agenda item prior to Board action thereon.)* None

3. Consent Agenda

*(Action Items included on the Consent Agenda are considered to be routine and are acted on by the County Board in one motion. There is not discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood that the Administration recommends approval on all Consent items. Each item on the Consent Agenda approved by the County Board shall be deemed to have been considered in full and adopted as recommended.)*

Judy Pennycook requested a correction to item 8.2.1, Head Start & Early Head Start Monthly Report for December 2016 & January 2017. The minutes should say six sites will be operating full day programs, not five.

MSC 16-17-65 (5-0) Mary Claypool, Judy Pennycook

AYES: Mary Claypool, Harvey Kuffner, John McPherson Judy Pennycook, Janet Wohlgemuth  
NOES: None  
ABSENT: Sergio Alejo, Ronald Panziera  
ABSTENTIONS: None

“That the Monterey County Board of Education approves the Consent Agenda as amended.”

- 3.1 Approval of the Minutes of the Regular Meeting of February 15, 2017
- 3.2 Approval of the Teacher Temporary Certificates of March 1, 2017
- 3.3 Adoption of Resolution No. 16-17-34, Recognizing John Miller as the 2017 Monterey County Teacher of the Year

The Board moved to item 7.2.

4. Unfinished Business Action Items: None

5. New Business Action Items

*Ron Panziera entered the meeting via conference call at 3:48 pm.*

5.1 Consideration of and Action on the Matter of the Renewal of the Charter Petition of Monterey County Home Charter School

Yvette Irving presented a brief overview and history of the Monterey County Home Charter School (MCHCS), which was first approved in 2000. Edward Sklar, legal counsel, gave an overview of the renewal process of a charter school and the legal requirements that must be met for the charter school to be approved for renewal.

Yvette Irving and members of the MCOE Charter review team gave a presentation on the staff findings.

The review team found that the petition did not provide a reasonably comprehensive description of the areas of (1) special education and (2) transitional kindergarten. Four deficiencies were found in the petition regarding the charter school's special education program.

Yvette Irving then described how the charter school's educational performance compared to the school districts that the students would otherwise be required to attend if they were not enrolled at the charter school. In English Language Arts, the charter school's performance is comparable to the comparison districts, but in math, the charter school's performance is noticeably lower than the comparison districts.

Staff explained that should the charter school be renewed, the Memorandum of Understanding (MOU) would need to address the deficiencies identified in the academic program in order to improve academic performance.

Garry Bousum and Colleen Stanley stated that the school is currently fiscally solvent, but will face fiscal insolvency by the 2017-18 school year if it continues at its current level of operation and attendance. Recommendations were presented that would help the school avoid becoming fiscally insolvent and maintain the recommended 3% reserve level. The recommendations included (1) reduce charter staff for the 2017-18 school year; (2) reduce the expenditure budget for the 2017-18 school year to eliminate deficit spending and ensure that the charter school maintains, at a minimum, the State-recommended reserve level of 3% for the budget year and two subsequent years; (3) if the charter school's Average Daily Attendance (ADA) levels in 2017-18 do not reach projected levels, the charter school shall make addition program and staff reductions as deemed necessary by MCOE; and (4) meet and confer with MCOE Business Services to create a revised budget within 30 days. These recommendations should be incorporated into the MOU should the charter school be renewed.

Dr. Kotowski and staff recommended that the Board approve the renewal of the petition for a five-year term, subject to approval and execution of the MOU between the parties that addresses the concerns outlined in the staff findings. Board member Mary Claypool requested that regular updates be given to the Board regarding the charter school's progress should the petition be renewed.

The following individuals spoke in favor of renewing the charter: Colleen Little, MCHCS parent, and Jocelyn Morales, MCHCS parent.

MSC 16-17-69 (5-1) John McPherson, Ron Panziera

AYES: John McPherson; Ron Panziera (via conference call); Janet Wohlgemuth; Mary Claypool; Judy Pennycook

NAYES: Harvey Kuffner

ABSENT: Sergio Alejo

ABSTENTIONS: None

"That the Monterey County Board of Education approves the renewal petition of the Monterey County Home Charter School, conditional upon the execution of a Memorandum of Understanding that is in compliance with the recommendations from the Monterey County Office of Education Report of Findings."

*Ron Panziera left the meeting at 4:56 pm.*

The Board moved to Item 8.

5.2 2016-2017 Consolidated Application and Reporting System (CARS) for Funding Categorical Aid Programs (Winter Release)

Yvette Irving presented the item.

MSC 16-17-66 (5-0) Harvey Kuffner, John McPherson

AYES: Mary Claypool, Harvey Kuffner, John McPherson Judy Pennycook, Janet Wohlgemuth

NOES: None

ABSENT: Sergio Alejo, Ronald Panziera

ABSTENTIONS: None

"That the Monterey County Board of Education approves the Consolidated Application and Reporting System (CARS) for funding Categorical Aid Programs Winter Release for 2016-2017."

The Board moved to Item 5.4.

5.3 2016-17 Budget Revisions

Garry Bousum presented the item. The net effect of all budget changes from the last budget revision to this current budget revision was \$16,237.

MSC 16-17-68 (5-0) Mary Claypool, John McPherson

AYES: Mary Claypool, Harvey Kuffner, John McPherson Judy Pennycook, Janet Wohlgemuth

NOES: None

ABSENT: Sergio Alejo, Ronald Panziera

ABSTENTIONS: None

"That the Monterey County Board of Education approves the changes made to the 2016-2017 budget since First Interim."

The Board moved to Item 7.4.

5.4 Acceptance of Donation from Chevron

Garry Bousum presented the item. According to Board policy, the acceptance of donations over \$5,000 must be approved by the Board. Chevron has donated \$21,000 to the Monterey County Office of Education to be contributed to the following programs: South County Summer Science, Technology, Engineering and Mathematics (STEM) Camp (\$15,000); Science and Engineering Fair (\$2,500); and Mathletics (\$3,500).

Judy Pennycook requested a future agenda item to discuss how the Board can better recognize donors, including those who donate less than \$5,000 and do not require Board approval.

MSC 16-17-67 (5-0) John McPherson, Harvey Kuffner

AYES: Mary Claypool, Harvey Kuffner, John McPherson Judy Pennycook, Janet Wohlgemuth

NOES: None

ABSENT: Sergio Alejo, Ronald Panziera

ABSTENTIONS: None

"That the Monterey County Board of Education accepts the donation of \$21,000 from Chevron."

6. Unfinished Business Non Action Items: None

7. New Business Non Action Items

7.1 Public Hearing in Accordance with California Education Code Section 47607 and Board Policy 0420.4 on the Matter of Monterey Bay Charter School's Petition for a Renewal of Its Charter

Cassandra Gallup-Bridge, Director of the Monterey Bay Charter School, presented the Charter School's petition for consideration by the Monterey County Board of Education. She stated that their school, which provides education using the unique Waldorf Model, meets all four of the academic criteria set out by state law to determine whether a charter school is meeting the academic rigor necessary for renewal. She also shared that all of their audits have been positive, and that the school has remained fiscally solvent throughout its operation.

Ms. Gallup-Bridge also shared major accomplishments that the school has achieved in the last several years, including becoming a National Oceanic and Atmospheric Administration (NOAA) International School, as well as recently receiving a six-year Western Association of Schools and Colleges (WASC) accreditation.

Assistant Director Elisa Tacconi spoke about the valuable benefits of the school's "Head, Heart, Hands" educational approach, which addresses all aspects of a child's development.

7.1.1 Open Public Hearing: President Pennycook opened the hearing to the public at 2:33 PM.

7.1.2 Receive Public Input: The following individuals spoke in favor of renewing the charter: Michael Blackburn, Michael Stone, Zion Saleem, Katrina Stoen, Amina Khsawneh, Eugene Pastor, DeAnna Jacobs, Elisa Judy, and Bob Cole.

A group of seventh grade Monterey Bay Charter School students performed a traditional Peruvian song on recorders.

7.1.3 Close Public Hearing: President Pennycook closed the public hearing at 3:06 PM.

The Board moved to Item 5.3.

## 7.2 Monterey County Office of Education Audit Report for 2015-16

Garry Bousum introduced Mr. Stephen Roatch of Stephen Roatch Accountancy Corporation. Mr. Roatch presented an overview of the 2015-16 Audit Report and his unmodified opinion, concluding that the financial statements gave a true and fair presentation of MCOE's financial information.

Mr. Roatch noted the continued decrease in audit findings, from four last year to three this year. The three findings include: (1) agency funds - account reconciliations; (2) county community school – attendance system; and (3) California Clean Energy Jobs Act – planning funds. He stated that overall it was a very positive report and MCOE should be commended.

Dr. Kotowski thanked Mr. Roatch for the work he has done over the years in looking so closely at our systems and finances to help us improve our processes. President Pennycook thanked Mr. Roatch, and Harvey Kuffner commended the Finance and Business Division for their hard work.

The Board moved to Item 5.2.

## 7.3 Quarterly Investment Report for Period Ending December 31, 2016

Garry Bousum presented the item.

The Board moved to Item 7.5.

## 7.4 Monterey County Office of Education 2016-17 Second Interim Report

Colleen Stanley presented the item.

The Board moved to Item 7.3.

## 7.5 First Reading of Proposed Changes to Board Policy 0420.41, Charter School Oversight

Dr. Deneen Guss presented the item.

## 7.6 First Reading of Proposed Board Policy 0420.41 Exhibit, Compliance Requirements for Charter Schools

Dr. Deneen Guss presented the item.

## 7.7 First Reading of Proposed Changes to Board Policy 0460, Local Control and Accountability Plan

Dr. Deneen Guss presented the item.

## 7.8 First Reading of Proposed Changes to Board Policy 3290, Gifts and Bequests to the County Office of Education

Garry Bousum presented the item.

## 7.9 First Reading of Proposed Changes to Board Policy 3300, Expenditures and Purchases

Garry Bousum presented the item.

- 7.10 First Reading of Proposed Changes to Board Policy 3320. Claims and Actions against the Monterey County Office of Education

Garry Bousum presented the item.

- 7.11 First Reading of Proposed Changes to Board Policy 5117, Interdistrict Attendance Appeals

Dr. Deneen Guss presented the item.

- 7.12 First Reading of Proposed Changes to Board Policy 5117 Exhibit, Interdistrict Appeals Handbook

Dr. Deneen Guss presented the item.

The Board moved to Item 5.1.

## 8. Reports from Superintendent and/or Staff

### 8.1 Superintendent's Report

Dr. Kotowski distributed the Board calendar.

#### 8.1.1 Report of MCOE Program Activities

- Dr. Kotowski shared the new 2016 Annual Report.
- Harmony at Home was awarded the Monterey County School Board Association (MCSBA) "Excellence in Education" Award.

#### 8.1.2 Upcoming Events

- Monterey Farm Day
- Monterey County School Boards Association Training – "The Nuts and Bolts of LCFF and LCAP"

### 8.2 Staff Reports: None

## 9. Comments by Members of the Board

Judy Pennycook shared that she found a potential speaker for the upcoming Leadership Summit, and that she would share more information about the speaker with the Board at a future meeting. She also shared that the Child Abuse Prevention Council Breakfast is on April 5, 2017 at CSUMB, and encouraged members of the Board to attend.

Janet Wohlgemuth attended the MCOE Parent Conference and spoke highly of the event. She recommended that at next year's Parent Conference, more presentations be included in the resource fair to help parents better understand the resources being offered. She also attended the Bullying Programs featuring Michael Pritchard and the Lizzie Vasquez Story, and spoke about the importance of the event and the issue of bullying.

Harvey Kuffner spoke about concerns he has regarding some practices and procedures that were mentioned in the recent Head Start report to the Board. Yvette Irving will look into the areas of concern and follow-up with Mr. Kuffner.

9.1 Board Members

10. Reports from Board Members

10.1 Legislation: Harvey Kuffner

10.2 Community Human Services: Harvey Kuffner

10.3 Sunrise House: Ronald Panziera

10.4 Child Abuse Prevention Council: Judy Pennycook

10.5 Monterey County Schools Insurance Group: John McPherson

11. Staff Recognition: None

12. Consideration of Items for Future Meetings

12.1 Proposed Future Commendatory Resolutions

12.2 Proposed Future Agenda Items

- Presentation on Efforts to Assist Underperforming Students
- Update on Recruitment Plan
- Report on Low-Cost Internet Services for Students
- Limiting Liability Presentation
- Overview of California’s New Accountability System

13. Next Meeting Dates:

March 15, 2017 – 9:00 AM

*(Board Retreat)*

April 5, 2017 – 9:00 AM

(No agenda item due date – no regular business will be conducted)

Agenda Items due March 24, 2017

14. The meeting was adjourned at 5:20 PM.

Approved: April 5, 2017

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Judy Pennycook, President

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Nancy Kotowski, Ph. D.,  
Secretary to the Board