

MONTEREY COUNTY BOARD OF EDUCATION
REGULAR MEETING
APRIL 19, 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 3:02 PM in Meeting Room A of the Monterey County Office of Education.

1.2 Roll Call

BOARD MEMBERS PRESENT:

Judy Pennycook, President	Trustee Area #3
Harvey Kuffner	Trustee Area #1
John McPherson	Trustee Area #2
Ronald Panziera	Trustee Area #5
Sergio Alejo	Trustee Area #7 (<i>via conference call from 833 Tumbleweed Drive, Salinas, CA 93905</i>)
Dr. Nancy Kotowski, Secretary to the Board	

BOARD MEMBERS ABSENT WITH NOTIFICATION:

Janet Wohlgemuth	Trustee Area #4
Mary Claypool, Vice-President	Trustee Area #6

STAFF TO SUPERINTENDENT:

Cindy Altemeyer
Michelle Archuleta
Garry Bousum
Ginny Brown
Leigh Butler
Dr. Deneen Guss
Jessica Hull
Yvette Irving
Jessica Maschmeyer
Colleen Stanley

GUESTS:

Karina Barger
Catherine Glick
Becki Hadley

1.3 Pledge of Allegiance: Ronald 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 16-17-78 (5-0) Harvey Kuffner, John McPherson

AYES: Harvey Kuffner, John McPherson, Judy Pennycook, Sergio Alejo, Ronald Panziera

NOES: None

ABSENT: Janet Wohlgemuth, Mary Claypool

ABSTENTIONS: None

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

2. Communications

2.1 Correspondence:

President Pennycook drafted a letter for Brigid McGrath Massie thanking her for successfully facilitating the Board's annual retreat. President Pennycook shared the letter with the rest of the Board, and they agreed to send the letter to Ms. McGrath Massie to express their appreciation.

President Pennycook received a letter from the Stephen Roatch Accountancy Corporation, the firm that conducts the annual independent audit of MCOE's financials. The letter inquired as to whether the Board President has any knowledge of fraud or any other fiscal issues. This letter is part of standard auditing practices conducted every year.

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.)

Harvey Kuffner requested revisions to the minutes of the April 5, 2017 Board meeting. Minor revisions were made to the language under item 5.2, and a typo under item 8.2.1 was fixed.

MSC 16-17-79 (5-0) Harvey Kuffner, John McPherson

AYES: Harvey Kuffner, John McPherson, Judy Pennycook, Sergio Alejo, Ronald Panziera

NOES: None

ABSENT: Janet Wohlgemuth, Mary Claypool

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 April 5, 2017

3.2 Approval of the Teacher Temporary Certificates of April 19, 2017

4. Unfinished Business Action Items: None

5. New Business Action Items

5.1 Request for Allowance of Attendance because of Emergency Conditions for Salinas Community School

Yvette Irving presented the item. On February 17, 2017, a severe rain and wind storm caused unsafe school environments at several of the Alternative Education Salinas Community School sites. The storm caused widespread power outages, fallen trees, and numerous road closures. These unsafe conditions led to school being cancelled for the day. Mrs. Irving requested that the Board approve Form J-13A, Request for Allowance of

Attendance because of Emergency Conditions, which will allow Salinas Community School to receive funding for the Average Daily Attendance and instructional minutes lost due to the school closure.

MSC 16-17-80 (5-0) John McPherson, Ron Panziera

AYES: Harvey Kuffner, John McPherson, Judy Pennycook, Sergio Alejo, Ronald Panziera

NOES: None

ABSENT: Janet Wohlgemuth, Mary Claypool

ABSTENTIONS: None

“That the Monterey County Board of Education approves the Request for Allowance because of Emergency Conditions (Form J-13A) for Salinas Community School.”

The Board moved to Item 7.2.

6. Unfinished Business Non Action Items: None

7. New Business Non Action Items

7.1 Bay View Academy Annual Report

Catherine Glick, Director of Bay View Academy Charter School, and Karina Barger, Assistant Director, presented a comprehensive report to the Board. They shared activities that have taken place over the last year, and highlighted the high academic performance of the students, as evidenced by the high percentage of students who met or exceeded the standards on the California Assessment of Student Performance and Progress (CAASPP) test.

The Board moved to Item 8.2.1.

7.2 Monterey County Schools Statistical Report Number 68

Garry Bousum presented the item.

7.3 Payment of Claims for March 2017

Colleen Stanley presented the item.

8. Reports from Superintendent and/or Staff

8.1 Superintendent’s Report

8.1.1 Report of MCOE Program Activities

Dr. Kotowski distributed the Board calendar. She shared that the modernization of the Board Room and Superintendent’s Office is now underway, and should be completed near the end of July. The Superintendent’s office and staff will be temporarily housed in the old print shop for the duration of the construction. Board meetings will be held in either Rooms A/B or G/H until the Board Room is complete.

Dr. Kotowski reported that there has been an increase in attempts to fraudulently obtain wire transfers from MCOE accounts. A recent example occurred when an MCOE employee received an email from someone claiming to be a senior manager, who directed the employee to process a wire transfer of more than \$37 million dollars. Local school districts have also recently experienced similar occurrences. This issue will be discussed at the next Superintendents' Council to warn districts and to share information regarding tactics being used to attempt these fraudulent transactions.

Dr. Kotowski shared that she has been asked to serve on the Board of Directors for AIM Youth Mental Health, a charitable campaign that focuses on raising funds to support research, improve treatment, and raise awareness for mental health issues of children, teenagers and young adults.

8.1.2 Upcoming Events

- MCSBA Annual Dinner honoring Harmony at Home – April 27
- Farewell to Friends – May 16
- Teacher of the Year & Classified School Employee of the Year Recognition Dinner – May 22

The Board moved to Item 8.2.2.

8.2 Staff Reports

8.2.1 Human Resources Division Update

Leigh Butler and Cindy Altemeyer presented the item. They discussed recent initiatives and events that have been organized by the Human Resources Division to address the teacher shortage, including the Annual Recruitment Fair, "How to Become a Teacher" workshop, their trip to the Philippines to recruit teachers, and the Wellness Rocks Health Fair. Mrs. Butler discussed the recently-developed Recruitment and Retention Plan, which outlines plans to increase recruitment of teachers and other hard-to-fill positions, and improve retention of current employees.

Efforts to increase retention included additional opportunities to recognize the service and accomplishments of employees through programs such as the Teacher of the Year and Classified School Employee of the Year. In addition, Dr. Kotowski has attended numerous department meetings throughout the year, where a total of 142 employees were recognized for their longevity and service to the organization.

The Board moved to Item 9.

8.2.2 Head Start & Early Head Start Monthly Report for January and February 2017 (*written report*)

Yvette Irving was available to answer any questions the Board had.

The Board moved to Item 7.1.

9. Comments by Members of the Board

9.1 Board Members

Harvey Kuffner shared that the Carmel High School Mock Trial team won the state Mock Trial competition. Mr. Kuffner inquired about the next steps that need to be taken with regard to the Greenfield Unification process. Dr. Kotowski shared that the minutes from the March 2017 meeting of all involved parties are being finalized. The minutes from that meeting will contain a list of action items and timelines for completion; this information will be shared with the Board once it has been finalized.

Judy Pennycook attended the Epicenter Luncheon on April 6, which was an incredible event coordinated by the young people on the Epicenter Board. The Luncheon was very well attended and was a successful fundraising event for the Epicenter.

The Board moved to item 11.2.

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

The Board moved to Item 11.1.

11. Staff Recognition

- 11.1 Recognition of MCOE Teacher of the Year (TOY) and Classified School Employee of the Year (CSEA) Nominees and Winners

The Board recognized the MCOE nominees for CSEY and TOY. The supervisors of each nominee spoke about why they believed the person they nominated was an extraordinary employee and why they deserved the nomination. For the TOY Program, Jose Armando Perez of the Migrant Education department was nominated. For the CSEY Program, the following MCOE employees were nominated:

- Daniel Esquivel, Special Education (*Para-educator and Instructional Assistance Category*)
- Esther Anaya, Migrant Education (*Office and Technical Category*)
- Armando Enriquez, General Services (*Maintenance, operations and Facilities Category*)

The Board moved to Item 12.

- 11.2 Recognition of the Alternative Education Department for being recognized by the State Superintendent of Public Instruction

Yvette Irving shared that the Alternative Education program was highlighted in State Superintendent of Public Instruction Tom Torlakson's Adult Education Block Grant Annual Report to the Governor. Alternative Education was recognized for the full-service career pathway programs they offer. The report indicated that the Alternative Education program serves as a model for comprehensive career technical education adult education programs across the state.

The Board moved to Item 10.

12. Consideration of Items for Future Meetings

12.1 Proposed Future Commendatory Resolutions: None

12.2 Proposed Future Agenda Items

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

13. Next Meeting Dates:

May 3, 2017 – 9:00 AM
May 17, 2017 – 9:00 AM

Agenda Items due April 21, 2017
Agenda Items due May 5, 2017

14. The meeting was adjourned at 4:32 PM.

Approved: May 3, 2017

Judy Pennycook, President

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