

MONTEREY COUNTY BOARD OF EDUCATION  
REGULAR MEETING  
MAY 3, 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 9:00 AM 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 ( <i>arrived at 9:03 AM</i> )
Janet Wohlgemuth	Trustee Area #4
Ronald Panziera	Trustee Area #5
Dr. Nancy Kotowski, Secretary to the Board	

**BOARD MEMBERS ABSENT WITH NOTIFICATION:**

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

Michelle Archuleta  
Garry Bousum  
Ginny Brown  
Mariphil Romanow-Cole  
Philip Davis  
Karen Deller  
Marvalee English  
Dr. Deneen Guss  
Jessica Hull  
Yvette Irving  
Joshua Jorn  
Justin McCollum  
Tom Mooneyham  
Dave Paulson  
Colleen Stanley  
Carla Stewart  
Dr. Chandalee Wood

**GUESTS:**

Michael Murphy

1.3 Pledge of Allegiance: Dr. Chandalee Wood 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: Dr. Kotowski requested the addition of an Urgency Item 7.7, transfer ownership of one bus from surplus property list (Item 7.5) from MCOE to the County of Monterey for service to students of Big Sur.

MSC 16-17-81 (5-0) Harvey Kuffner, Janet Wohlgemuth to add as urgency item

“That the Monterey County Board of Education add Urgency Item 7.7 to the agenda.”

1.4.2 Additions to the Agenda

1.4.3 Adoption of the Agenda

MSC 16-17-82 (5-0) Mary Claypool, Harvey Kuffner

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

## 2. Communications

2.1 Correspondence: Dr. Kotowski shared a request for funding from Community Human Services for fiscal year 2017-18.

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.)*

MSC 16-17-83 (5-0) Mary Claypool, Harvey Kuffner

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

3.1 Approval of the Minutes of the Regular Meeting of April 19, 2017

3.2 Approval of the Teacher Temporary Certificates of May 3, 2017

3.3 Adoption of Resolution of Commendation No. 16-17-41, to Honor Lisa Dill on the Occasion of her Retirement – Finance and Business Services

3.4 Adoption of Resolution of Commendation No. 16-17-42, to Honor Esther Zizumbo on the Occasion of her Retirement – Head Start

3.5 Adoption of Resolution of Commendation No. 16-17-43, to Honor Maria Torres on the Occasion of her Retirement – Special Education

3.6 Adoption of Resolution of Commendation No. 16-17-44, to Honor Maria Placido on the Occasion of her Retirement – Migrant Education

3.7 Adoption of Resolution No. 16-17-39, California Day of the Teacher

3.8 Adoption of Resolution No. 16-17-40, Classified School Employee Week

*John McPherson arrived at 9:03 AM.*

## 4. Unfinished Business Action Items

4.1 Budget Action #1.00056 to Transfer Funds to Special Education Program

Garry Bousum presented the item. He stated that due to a discrepancy found by MCOE staff, an audit was conducted on the Itinerant Cost Center for fiscal years 2012-13 through 2015-16. It was determined that some districts underpaid, and some districts overpaid. It was recommended that any district that overpaid would be reimbursed, and

the districts that underpaid would be held harmless. The amount to be refunded to those districts that overpaid was \$420,818.98.

Dr. Kotowski spoke of the improved systems that have been put in place to ensure future mistakes do not happen, and also to maintain full transparency with the districts on charges for services. All but one of the recommendations made by the auditors have been addressed and implemented. We are in the process of reviewing different student information systems (SIS) for potential implementation.

MSC 16-17-84 (6-0) Mary Claypool, Harvey Kuffner

"That the Monterey County Board of Education approves the transfer of \$420,818.98 from the County School Service Fund unrestricted reserves to the Special Education Program to reimburse districts overcharged for Special Education Itinerant and Special Day Class services."

The Board moved to Item 11.1.

## 5. New Business Action Items

### 5.1 Approval of 2017 Board Goals

President Judy Pennycook presented the item.

MSC 16-17-85 (6-0) Harvey Kuffner, Janet Wohlgemuth

"That the Monterey County Board of Education approves the 2017 Board Goals as presented."

The Board moved to Item 7.2.

### 5.2 Approval of Letter of Support - AB 318 (Caballero) – Independent Study Communication with Pupils

Dr. Nancy Kotowski presented the item. President Judy Pennycook, and Monterey County Home Charter School Principal Justin McCollum will be attending the Assembly Committee on Education hearing May 10<sup>th</sup> in Sacramento to testify on the proposed legislation, which is being carried by Assemblymember Anna Caballero. Many letters of support were sought and received from individuals and organizations. The only opposition to date is from the California Charter Schools Association.

MSC 16-17-86 (6-0) Janet Wohlgemuth, John McPherson

"That the Monterey County Board of Education approves a support position on AB 318 (Caballero) to be communicated to the State legislature."

## 6. Unfinished Business Non Action Items: None

The Board moved to Item 11.2.

## 7. New Business Non Action Items

### 7.1 Millennium Charter School Annual Report

Michael Murphy, Principal, presented the Millennium Charter High School Annual Report. He stated the school continues to improve on providing clear and frequent communication to all stakeholders, including the recently formed Parent Teacher Organization. He highlighted the seven goals in the LCAP, and the actions/services done to move closer to accomplishing each goal. LCAP goals included plans to support and enhance the school in the following ways: provide additional time for Professional Learning Community (PLC) collaboration and Professional Development (PD); provide additional tablets to increase student-computer ratio; increase number of assemblies; implement School Leadership Program; decrease student-teacher ratio in Senior Capstone; continue to improve on providing clear, frequent communication with stakeholders; and improve and clarify college pathways. Mr. Murphy reported that 51% of the Class of 2017 were accepted into 4-year universities. Current enrollment at the beginning of the 2016-17 year was 197, and presently there are 207 enrollment applications (including students choosing to return) for the 2017-18 school year. Mr. Murphy shared that the school is currently working with a consultant to look into the feasibility of moving the school to a new location close to the 901 Blanco Circle campus. More details will be available soon, as they are still in negotiations with property owners regarding prospective facilities.

John McPherson inquired regarding the number of teaching vacancies at the school, and the desired number of teachers. Mr. Murphy stated that there are currently six vacancies, but ideally the school would like up to 12 teachers with single subject and career technical education (CTE) credentials. Mary Claypool inquired on recruitment efforts to ensure a diverse faculty. Mr. Murphy stated that all interview panels reflect a diverse population, and teacher recruitment updates will be shared at future meetings.

Dr. Kotowski and the Board requested that Communications and Public Relations Officer Jessica Hull work with Mr. Murphy to share stories of the positive experiences and successes experienced by Millennium students with the local media.

The Board moved to Item 5.1.

## 7.2 Monterey County Home Charter School Annual Report

Justin McCollum presented the Monterey County Home Charter School Annual Report. He stated that all requested changes by the Monterey County Board of Education to the MOU have been incorporated and will be forwarded to Michelle Archuleta within the week. Mr. McCollum reviewed the progress made by the school over the past year, including increased enrollment numbers, outreach efforts, improved student achievement, summer program offerings, and communications with parents. The school had a projected increase in the percentage of students meeting or exceeding standards on the Smarter Balance Summative Assessment in math, from 11% in 2015-16 to 24% in 2016-17. Mr. McCollum also spoke about the improvements made in regards to student safety and student/teacher contact.

Mr. McCollum invited the Board to join the school at their annual open house, to be held on Tuesday, May 16 from 5 PM to 6:30 PM.

The Board moved to Item 5.2.

## 7.3 Monterey County School Districts 2016-17 Second Interim Summary

Colleen Stanley presented the 2016-17 Second Interim Report Summary. She stated that 20 of the 24 districts are projecting deficit spending their unrestricted budget; however, all districts meet their reserve requirements. Several of the districts deficit spending also have "assigned" monies that can be moved to unrestricted to mitigate deficit spending if necessary.

#### 7.4 Surplus Property

Garry Bousum presented the item.

#### 7.5 Report to the Board on Conference, Meeting and Workshop Attendance

Colleen Stanley presented the item.

#### 7.6 Quarterly Summary Update Report for Uniform Complaints for January 1 – March 31, 2017 – Instructional Materials Deficiencies, Emergency or Urgent Facilities Conditions, and Teacher Vacancies or Misassignments

Dr. Deneen Guss presented the item and reported that there were no complaints regarding deficiencies of instructional materials, urgent or emergency facilities conditions, or teacher vacancies/misassignments for the January 1 – March 31, 2017 period.

#### 7.7 Transfer Ownership of One Bus from Surplus Property List from MCOE to the County of Monterey for Service to Students of Big Sur (*Urgency Item*)

Garry Bousum stated that MCOE's current Administrative Regulations require MCOE to offer the surplus buses to local school districts first. The County of Monterey is in immediate need of a bus to serve as a shuttle vehicle for people traveling to Big Sur due to the winter storm damage that is severely hampering travel in Big Sur. If no district acquires the surplus bus, the County of Monterey is interested.

### 8. Reports from Superintendent and/or Staff

#### 8.1 Superintendent's Report

Dr. Kotowski distributed the Board calendar. Graduation dates will be distributed soon.

##### 8.1.1 Report of MCOE Program Activities

- Classified School Employee of the Year Dinner and State Recognition
- Lozano Smith Board Member Toolkit
- MCAET Demonstration Event
- Behavioral Health partnership
- MCSBA dinner honoring Harmony at Home
- MPC President's Address to the Community
- Big Sur Kids 3K event on Saturday
- Read to Me Project Salinas Valley Growers Readers event
- Law Day focusing on the 14<sup>th</sup> amendment for Seniors

##### 8.1.2 Upcoming Events

- Community Partnership for Youth event
- CDE Gold Ribbon Schools award ceremony

## 8.2 Staff Reports

8.2.1 Technology and Operations Division Report: Dave Paulson distributed the Technology and Operations Executive Summary. He reported that the department is now called Technology and Operations, which consists of six separate departments that form an integrated whole: Education Technology; Infrastructure Services; Media Center for Art, Entertainment and Technology; Operations; Service Desk; and Software Development. He shared the department's accomplishments for FY 2016-17, which included a web-based Positive Pay Calendar, three zone firewall, LCAP automation, Blackboard Connect Training, MCOE Scorecard, web-based LCAP monitoring tool, and MCOE Learn2, as well as closing out 4,118 help desk tickets. Efforts for the upcoming fiscal year will focus on further adoption of the MCOE Online Community and the related elements of integrated enterprise operations platform. Development will also continue on complementary applications and managed/professional services to districts.

## 9. Comments by Members of the Board

9.1 Board Members: Mary Claypool shared an invitation from Monterey Peninsula College African American Faculty and Staff's Rights of Passage Ceremony.

Janet Wohlgemuth spoke regarding the Human Trafficking goal, and suggested contacting truckersagainsttrafficking.org to request the organization be part of the local awareness efforts.

Harvey Kuffner discussed the new changes to the California Public Records Act, and stated that a new Board policy on the changes will be brought forward for consideration soon.

## 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 12.

## 11. Staff Recognition

11.1 Recognition of Marvalee English, Philip Davis, and Yen Le, Finance and Business Division

The Board moved to Item 7.1.

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

The Board moved to Item 7.3.

## 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 17, 2017 – 9:00 AM  
June 7, 2017 – 9:00 AM

Agenda Items due May 5, 2017  
Agenda Items due May 26, 2017

14. The meeting was adjourned at 11:07 AM.

Approved: May 17, 2017

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Judy Pennycook, President

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