

**VENTURA COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING OF
FEBRUARY 27, 2017**

A. CALL TO ORDER

1. Call to Order, Pledge of Allegiance to the Flag, and Moment of Reflection
The Regular Meeting of the Ventura County Board of Education, Agenda 17-02, was called to order by Dr. Ramon Flores, Board President at 6:00 p.m. on Monday, February 27, 2017, in the Board Room of the VCOE Conference & Educational Services Center, 5100 Adolfo Road, Camarillo. The Pledge of Allegiance to the Flag was led by Dr. Flores, followed by a moment of reflection.

2. Roll Call
Trustees Present:
Rachel Ulrich, Area 1
Marty Bates, Area 2
Dr. Mark Lisagor, Area 3
Dean Kunicki, Area 4
Dr. Ramon Flores, Area 5

VCOE Personnel Present:
Stanley C. Mantooth, Ventura County Superintendent of Schools and Ex-Officio Secretary and Executive Officer of the Board
Misty Key, Associate Superintendent, Fiscal and Administrative Services
Dr. Antonio Castro, Associate Superintendent, Educational Services
Dr. Jane Wagmeister, Executive Director, Curriculum and Instruction
Tom Etchart, Director, Internal Business Services
Richard Urias, Director, Charter School Support & Oversight
Nancy Akkerman, Senior Executive Assistant

3. Approval of Agenda.
Mr. Kunicki moved the agenda be approved. Dr. Lisagor seconded the motion, and the motion carried unanimously (5:0).

B. PUBLIC COMMENTS

None.

C. HEARINGS

None.

D. CLOSED SESSION

None.

E. PRELIMINARY

1. Approval of Minutes of Regular Meeting of January 23, 2017.
Mr. Kunicki moved the Minutes of the Regular Meeting of January 23, 2017 be approved. Ms. Ulrich seconded the motion, and the motion carried unanimously (5:0).

F. CORRESPONDENCE

1. Invitation to River Oaks Academy Oxnard Center Opening.
Dr. Flores and Dr. Lisagor will be attending this event.

G. PRESIDENT'S AND BOARD MEMBERS' REPORTS

1. Dr. Lisagor stated that he attended the VCOE All Staff Day.
2. Ms. Ulrich reported that she attended the first CCBE Fall Conference Planning Committee meeting. The CCBE Fall Conference will be held September 7-10 at the Portola Hotel in Monterey.

H. SUPERINTENDENT'S REPORT

Mr. Mantooth reported on the following activities of the Office:

1. Form 700s and Mileage Claim forms were distributed to Board members.
2. NASA HUNCH KickOff Event will be held on March 2, 2017 at the Career Education Center. NASA Representatives will be attending and Board members are invited.
3. A Joint Meeting with the Ventura County Community College District Board of Trustees, is tentatively scheduled for March 27th. Mr. Mantooth suggested a reception be held at 5:30 p.m., with the meeting starting at 6:00 p.m.

I. LEGISLATIVE REPORT

None.

J. CONSENT/ACTION

1. Travel Expense Claim
2. Temporary County Certificates
3. Action on Consent Items 1-2.
Mr. Bates moved the Board approve Consent Items 1-2. Ms. Ulrich seconded the motion, and the motion carried unanimously (5:0).

K. PRESENTATIONS

None.

L. DISCUSSION/INFORMATION/ACTION

1. Space Act Agreement with National Aeronautics and Space Administration (NASA)

Mr. Mantooth noted that VCOE is excited about this program, which will include middle school students. Students will make parts for the International Space Station with instructions from NASA while utilizing 3D printers. The program will be held at the Career Education Center.

Ms. Ulrich moved the Board authorize the Space Act Agreement with the National Aeronautics and Space Administration (NASA). Dr. Lisagor seconded the motion, and the motion carried unanimously (5:0).

2. Annual Programmatic Audit Presentation by BRIDGES

Martha Crawford, President, Bridges Charter School Board introduced Bridges teachers and staff in attendance. Dr. Nancy Carroll, Interim Director, and Cynthia McCarthy, Curriculum Coordinator and Honors Math teacher, presented the Annual Programmatic Audit.

Bridges is a K-8 charter school, located in Thousand Oaks. 363 students attend a site based program, and 50 attend a Homeschool hybrid. Most students come from the surrounding school district boundaries.

The process of hiring a new Director is ongoing, with staff and the charter school community fully involved. Six new teachers were hired this year and all are participating in a mentor program offered through VCOE. The Board of Directors consists of 4 parents, 2 community members, the Director and Curriculum Coordinator.

Bridges focuses on Whole Child Education. Conflict resolutions, morning meetings, and journaling are utilized. A Core Academy for grades 6-8 is offered. The middle school program has grown and allows for a positive transition into high school.

Enrollment continues to increase with current enrollment at 410. Parent Information Nights and tours are offered in English and Spanish. The goal is to continue to diversify their ethnic population. They are currently closely aligned to Conejo Valley Unified School District (CVUSD) in special populations. Efforts to increase ADA include increased implementation of SARB.

Academic Performance in ELA and Math was reviewed. Students consistently perform above statewide standards. Students with Disabilities performance is aligned with those of CVUSD. Staff development has been held in Science allowing students to improve.

Bridges recently received a 6 year WASC accreditation.

LCAP Areas of Focus are in alignment with WASC goals. Parent involvement and leadership continue to be a strength at Bridges. Parents serve in governance roles, assist with field trips, and fulfill multiple other roles at Bridges.

The Homeschool at Bridges continues to provide an array of enrichment classes. A personalized learning plan, guided by highly qualified teacher, is offered.

Benny Martinez presented information on the 2016-17 Estimated Budget. In 2016-17, Bridges Charter School completed reinstating the 10 furlough days and in addition increased staff salary by 3%. The childcare program is now self-supporting. The 2nd Interim Budget includes the PERS increase and the proposed 1.28% COLA. In the future there is projected deficit spending. Although the deficit is reflected on paper, it will likely not come to fruition. The budget is stable, more stable than in the past, with approximately \$1 million in reserves.

Mr. Kunicki asked if the deficit spending will be problematic. Mr. Martinez indicated that he is confident that the school will remain fiscally solvent. They have developed priorities and implemented the needed changes.

Mr. Kunicki asked if the school can continue to add enrollment. Bridges can add approximately 13 students maximum due to space availability. They do have a waiting list, but the facility is limiting. CVUSD has provided the current facility under a Prop 39 agreement. Bridges plans to remain at the current size. CVUSD runs both a kitchen program and a Neighborhood for Learning at this site.

Dr. Lisagor asked if the school is dealing with teacher retention issues, especially with the upcoming teacher shortage. Dr. Carroll said that they have been challenged in the area of substitute teachers, but she understands that this is a problem countywide.

Dr. Lisagor requested that in future reports, Bridges compare student achievement with CVUSD and with similar charter schools.

Mr. Kunicki asked if retired teachers can substitute in charter schools. How does pay compare to past earnings? Dr. Carroll noted that retired teachers can substitute but there is a cap on the amount they can earn. Bridges used to pay the least for substitutes but they recently increased the substitute pay to \$130 per day which is one of the highest in the county. .

Dr. Carroll noted that VCOE has been extremely supportive and an excellent resource for the charter schools. She thanked the Board for their support and faith in Bridges Charter School. Mr. Martinez noted that the hiring of a VCOE Charter School Support Director has been hugely beneficial. Mr. Urias' work has been incredible and his involvement at the state level has been a huge benefit. Mr. Martinez thanked Mr. Urias for his efforts.

As Bridges moves forward, they will focus on the following areas: continue to build capacity through collaborative conversations with CVUSD. The staff is dedicated. Dr. Carroll noted that the school is doing well and they continue to foster parent/community partnerships.

Dr. Flores noted his main area of concern was the demographics. He asked that the charter school continue to utilize Mr. Urias as a resource in this area. Whether the enrollment process needs to be changed or what other efforts can be made.

This item was presented for information only.

Mr. Urias noted that he has previewed the ROA facility and their enrollment procedures per the request of the Board.

3. Budget Revision #2

Ms. Key noted the adjustments included in Budget Revision #2. Changes include confirmed revenue received. Salary and Benefits were adjusted to reflect staff movement or positions not filled.

Pages 2 and 3 show revenue and expenses by program. SELPA = \$932,615 revenue was received, with deliberate deficit spending. Student Services includes LEA Medi-Cal Collaborative of \$1 million in income and \$2.2 million in payments based on the audit findings. VCOE is moving these services to fee for services as they anticipate this deficit spending to continue for the next 2-3 years.

The Educational Services branch shows minor deficit spending. Overall \$116 million in revenue and \$131 million in expenses. Page 5 includes a narrative of the changes. Two new grants were received this year. Expenditures are tied to these grants. Two grants were received in Fiscal & Administrative Services branch and there was a decrease in salary and benefits expenditures due to the elimination of a Content Specialist position.

Ms. Ulrich moved the Board approve Budget Revision #2 as presented. Dr. Lisagor seconded the motion, and the motion carried unanimously (5:0).

4. Second Period Interim Report

Mr. Mantooth noted that the changes included in Budget Revision #2 are also included in the Second Interim Report. The budgets are now on State adopted forms. Ms. Key noted Page 18, Column D, projected year totals where total revenue and expenditures are listed. PERS payments are currently \$3.25 million. In seven years, this will increase to \$7.5 million. STRS payments are currently \$4 million, and will increase to \$7 million in seven years. Health benefits cost approximately \$16,000 - \$18,000 per year.

Page 43 shows retiree benefits. This debt will be slightly higher in future years, and therefore may need an infusion of cash to insure it can be covered.

Page 46 includes the \$112,428 for the Special Education site school construction work done. It is anticipated that the Governor will begin selling the bonds for this construction work.

Page 61 shows the debt repayment fund. The year-end balance will be \$11.7 million. It is anticipated that this debt will be paid off in 2021. .

Page 65 is current ADA. The estimated ADA is now 562. Total county attendance has decreased by 1,000 students to 131,000 students.

Page 67, Item F shows the ending cash balance. With VCOE operating on a fee for service basis, actual cash flow could become an issue. A monthly payroll is approximately \$5 million. Ms. Key would prefer to have a balance equal to three months of expenses or approximately \$15 million.

Page 72 shows MultiYear projections. In 2017-18, it is anticipated that there will be \$32.8 million revenue and \$33.4 million in expenditures. In 2018-19, projections are for \$32.9 million revenue with \$33 million in expenditures. This shows in Unrestricted budgets.

Page 74 shows restricted budgets. A negative \$1.5 million is included as a reminder that costs are increasing, and changes will need to be made, possibly increasing fee for services.

This budget interim report shows a positive certification.

Mr. Bates moved the Board acknowledge review of the Second Period Interim Report with the Superintendent's positive certification. Dr. Lisagor seconded the motion, and the motion carried unanimously (5:0).

5. Discussion of Education Code 233.5, Hate Violence Prevention Act 1998

Mr. Kunicki noted that the Williams Act is required to be posted in all classrooms. He suggested that the Office make a plaque that includes the many roles of teachers, and have that posted in each classroom. This would be supportive of the teacher and help parents identify the many roles of teachers.

Mr. Mantooth noted that like the Williams Act announcement, once posted, it eventually is ignored. Our parents are appreciative of the work we do with their at-risk and special needs students. Mr. Mantooth sees this as an identification of how good our teachers are and of the work they do.

It was suggested that this be the subject of an article in the Focus on Education – reinforce what the role of the teacher is.

6. 2017 CSBA Delegate Assembly County Representative Election
Per the agenda, ballot materials for the election of a county representative to CSBA's Delegate Assembly and CCBE Board of Directors have been received. There is only one vacancy for a county delegate in each region. The delegate will serve a two-year term beginning April 1, 2017 – March 31, 2019.

Ms. Ulrich thanked Dr. Lisagor for his continued service as our CSBA Delegate. Ms. Ulrich moved the Board cast their ballot for Dr. Mark Lisagor as 2017 CSBA Delegate Assembly County Representative. Mr. Bates seconded the motion, and the motion carried unanimously (5:0).

M. BOARD MEMBER COMMENTS

1. Ms. Ulrich noted that the CCBE Fall Conference Planning Committee is looking for a speaker to lead a workshop on the homeless children population and the issues that districts encounter. Santa Barbara County has the highest population of homeless children.

Ms. Ulrich further noted that Santa Barbara County rarely participates in CCBE events. Mr. Bates stated that years ago, the VCSBA invited the Santa Barbara Board to participate in VCSBA and CSBA but was unsuccessful. Ms. Ulrich indicated that the CCBE plans to begin outreach efforts to those counties that have not been participating.

2. Dr. Lisagor indicated that he will attend the NASA event and the Providence Graduation on March 9, 2017.
3. Dr. Lisagor and Dr. Flores will be attending the March 13th VCSBA Dinner.

N. FUTURE AGENDA ITEMS

None.

O. FUTURE MEETINGS

Mr. Mantooth noted that the Office has been in contact with the Community College District regarding a joint meeting of the Boards. The Community College District is currently considering meeting on March 27th at 6:00 p.m. A brief reception would be held at 5:30 p.m. The office will notify the Board members as soon as a date is confirmed.

Date: Monday, March 27, 2017
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Wednesday, April 12, 2017 (*Budget Study Session*)
Time: 8:00 a.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Monday, April 24, 2017
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

P. ADJOURNMENT

Dr. Flores adjourned the meeting at 7:30 p.m.

Approved by Board Action on 4/12/17.

*Board meetings are recorded by audio tape pursuant to Government Code Section 54953.5(b).
Copies of these audio tapes are available by request to this office at (805) 383-1900.*