

**VENTURA COUNTY BOARD OF EDUCATION**  
**MINUTES OF REGULAR MEETING OF**  
**June 21, 2021**

**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 21-10, was called to order by Mike Teasdale, Board President, at 6:00 p.m. on Monday, June 21, 2021, 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 Mr. Teasdale and followed by a moment of reflection.
2. Roll Call.  
Trustees Present:  
Michael Teasdale, Area 2  
Rachel Ulrich, Area 1  
Dr. Mark Lisagor, Area 3  
Rob Collins, Area 4  
Dr. Ramon Flores, Area 5  
  
VCOE Personnel Present:  
Dr. César Morales, Ventura County Superintendent of Schools and  
Ex-Officio Secretary and Executive Officer of the Board  
Misty Key, Deputy Superintendent, Fiscal & Administrative Services  
Dr. Consuelo Hernandez Williams, Associate Superintendent, Student Services  
Emily Mostovoy-Luna, Associate Superintendent, SELPA, CHPP and Hearing  
Dr. Nancy Carroll, Interim Associate Superintendent, Educational Services  
Lisa Salas Brown, Associate Superintendent, Educational Services  
Lisa Bork, Senior Executive Assistant  
Aurelia Roman, Executive Assistant  
Manny Ruiz, Conference Facilities Technician
3. Approval of Agenda  
Mr. Collins moved that the agenda be approved. Dr. Flores seconded the motion, and the motion carried upon a unanimous vote (5:0).

**B. PUBLIC COMMENTS**

None

**C. HEARINGS**

None.

**D. CLOSED SESSION**

None.

**E. PRELIMINARY**

1. Approval of Minutes of Regular Board Meeting of May 24, 2021.  
Dr. Lisagor moved the Minutes of the Regular Board Meeting of May 24, 2021 be approved. Mr. Collins seconded the motion, and the motion carried upon a unanimous vote (5:0).

**F. CORRESPONDENCE**

None.

**G. PRESIDENT'S AND BOARD MEMBERS' REPORTS**

1. Dr. Lisagor said it was an honor to be at the Triton and Phoenix graduations. These events remind us why we are here.
2. Dr. Flores went to the Gateway graduation, and noted it was Brett Taylor's last VCOE graduation.
3. Mr. Teasdale said it was wonderful to see the students at graduations be so happy for reaching this important milestone.

**H. SUPERINTENDENT'S REPORT**

None

**I. LEGISLATIVE REPORT**

None

**J. CONSENT/ACTION ITEMS**

None

**K. PRESENTATIONS**

None.

**L. DISCUSSION/INFORMATION/ACTION**

1. Adoption of Textbooks for County-Operated Schools  
The recommended materials have been available for review in the Ventura County Office of Education, Administrative Services Center, 5189 Verdugo Way, Camarillo and on-line since May 21, 2021. Administration recommends the Board adopt the listed textbooks for County-Operated Schools.

Dr. Consuelo Hernandez Williams, Associate Superintendent noted the presentation of the adopted materials at the Board meeting on May 24, 2021 which included:

- Middle School (Gateway, Phoenix, Triton, Foster, Providence) **McGraw Hill CA Inspire Science for grades 6-8**
- High School (Gateway, Phoenix, Triton, Providence, Odyssey) **Savvas Learning Company for grades 9-12**

Ms. Ulrich made a motion to adopt the McGraw Hill and Savvas Learning Company textbooks for County-Operated schools. Dr. Lisagor seconded the motion. The motion passed. (5-0)

2. Public Hearing on Ventura County Office of Education Local Control Accountability Plan (VCOE LCAP)

In accordance with Education Code 52062, a public hearing to solicit the recommendations and comments of the public regarding the proposed VCOE LCAP is being held. School districts and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a template adopted by the California State Board of Education (SBE). The LCAP identifies how districts and County Offices of Education address the State's priorities and metrics, and how expenditures are in accordance with statutes. The VCOE LCAP was developed with the input from diverse groups of stakeholders. Adoption of the VCOE LCAP is scheduled for June 28, 2021.

Public Hearing opened at 6:10 p.m.

Dr. Consuelo Hernandez Williams opened explaining that county offices, just like school districts, are required to present the LCAP to our local governing board as a Public Hearing item prior to Board adoption with two meetings held before June 30, and then submitted to CDE within five days. There are three components to the LCAP: 1) LCFF Budget Overview for Parents. 2) Annual Updates and 3) 2021-22 Goals and Actions.

The total revenue projected for VCOE is \$110,906,279, of which \$30,578,346 are LCFF funds, \$17,941,421 are other state funds, \$53,866,603 are local funds, and \$8,519,909 are federal funds. Of the \$30,578,346 in All Other LCFF Funds, \$1,143,635 are based on the enrollment of high needs students (foster youth, English learner, and low-income students). VCOE must describe how it intends to increase or improve services for high needs students in the LCAP. The LCFF provides our county office programs, just like districts, more flexibility in deciding how to use state funds.

We will continue to work with our stakeholders: parents, educators, students, and the community to monitor the progress and effectiveness of our Local Control and Accountability Plan (LCAP) for the 2021-22 school year. VCOE plans to spend \$112,448,896 for the 2021-22 school year. Of that amount, \$1,861,201 is dedicated to actions/services in the LCAP.

Budgeted items not designated in the LCAP include classroom teacher salaries and benefits, stipends, extra hours, Special Education costs, facilities costs (maintenance and operations, custodial staffing, materials, and services), all utilities, core textbooks, and contracted repairs/leases, contracts for technology services and software programs that support the district operations, including (but not limited to) the financial system, the student information system, library system, and educational data, are paid by non-LCAP funding.

Our LCAP's Goals & Actions detail how we are planning to provide a high-quality education, SEL and other supports to our students aligned to the 10 state priorities.

Ms. Ulrich asked how COVID has impacted goals. Dr. Hernandez Williams said we do not yet know the full impact. With the ELO grant, CARES and ESSER funds, we will have plenty of resources to respond accordingly as more needs start to illuminate.

Mr. Collins noted that all districts are challenged with LCAP this year. He asked what percentage of students are in line to graduate in county office schools. Dr. Hernandez Williams said we are an LEA that serves students from other districts so it is hard to gage what that population will look like. We have embedded plenty of recovery options such as implementing a mentoring program which will add a layer of support outside of instructional minutes.

Mr. Collins also asked about pre-testing. Dr. Hernandez Williams said that upon enrollment to Gateway or Providence, an analysis is done to determine what additional academic and social/emotional supports are needed so families have equitable access to supplementary support.

Dr. Flores recommended being cautious to compare graduation rates from this year to last year and comparisons to other schools who have different populations.

Ms. Ulrich asked if the State Dashboard is still being used. Ms. Salas Brown said all of the Dashboards have been suspended. It won't be until 2023 with three years of data, that we will have a true picture of student growth.

Mr. Teasdale was impressed with home visits to students. Foster kids change schools often. It is a big challenge to engage parents. Dr. Hernandez Williams stated that historically, family engagement among English Learners has been difficult to secure. In the past, we would be lucky if one or two families participated on a regular basis. The last year with the power of Zoom we had about 19 families engaged. The significant take away was - why not continue Zoom? It reduces the barriers of childcare and transportation.

3. Public Hearing on the 2021-22 County Schools Service Fund Budget

This item is presented for information and discussion only. Adoption of the 2021-22 County Schools Service Fund Budget is scheduled for June 28, 2021.

Public Hearing opened at 6:28 p.m.

Ms. Misty Key, Deputy Superintendent stated this is the entire budget. The summary by branch is listed on page 2. SELPA has added additional programs – Comprehensive Health and Prevention Programs, Hearing Conservation, TUPE, and PBIS.

The Educational Services Branch has experienced a number of changes. In 2020-21 schools were on distance learning which changed the way in which we support LEAs. Dr. Morales is determining what services need to be added, revised, etc. This might be an area in the budget that will have changes in the First Interim.

Mr. Teasdale asked if this reflects fees for services? Ms. Key answered yes. Dr. Morales said VCOE is doing its best in being nimble.

Page 3 is a summary of programs and services carried out in Student Services. The totals are similar to the past. The biggest change is in the SPED instruction program. Declining enrollment has had a big impact at VCOE sites. The numbers are reflected, and expenditures are reduced. Now that we are back in person, we anticipate an increase in the number of referrals.

Even though we will receive 5-7 million one-time COVID funds under ESSER, we have budgeted conservatively. We will update the First Interim once we have better information regarding expenditures and income.

Mr. Teasdale asked if there are any restrictions on these funds. Ms. Key said absolutely; there are heavy reporting aspects with a narrative accounting for how those dollars are used.

Ms. Ulrich asked why there is a discrepancy between revenue and expenses with general operations. Ms. Key said that general operations is where everything goes that is not listed elsewhere. With any given revenue, estimates are kept small to avoid overspending. These funds are not attributed to any department or school. General operations include interest, mandated cost, revenue, rebates, etc.

Cash flow is reflected on page 12. Ms. Key is confident our ending cash will be a positive number. Currently, we have 7.6 million in cash to start off the year. This continues through the second half of the year. We have a projected positive cash balance every month. It will be tight in June of 2022. We can borrow from reserve funds if needed, but we don't anticipate needing to.

In December of 2021, we finally have the opportunity to pay off the debt of the Certificate of Participation. We set aside approximately 12 million dollars into the debt service fund to make annual payments. By giving up 8 million in cash, we will have saved 3 million in interest by paying off this debt early. Ms. Ulrich asked what would we have spent annually? Ms. Key said \$853,000 annually. We have been setting aside one million to rebuild our reserves. Our reserves are about two months of payroll. We would be more comfortable with three months of payroll set aside.

Page 33 reflects the SELPA funds which pass through to school districts. There are approximately 98.6 million dollars in funding that comes in and then goes out to districts.

The multi-year projection is on page 99. There are three sections, restricted, unrestricted and combined. LCFF is held harmless or is the same every year, and yet the cost of doing business increases. Dr. Morales is leading the effort to determine what our services will be. He is also in contact with other county superintendents to compare the services they provide with those of VCOE.

Ms. Ulrich asked if more money is allocated to COEs due to Differentiated Assistance but with no Dashboard, will there be Differentiated Assistance? How are districts being

identified? Ms. Salas Brown said districts will stay in Differentiated Assistance until they receive those services. Ms. Key said we are projecting for DA to continue. There is a formula to determine how much we receive based on how many districts are eligible. There is a three-year rolling average as districts come in and out of eligibility. Funding for 2021-22 will hopefully be steady.

Ms. Key indicated that restricted revenues are going down. They are driven on total county enrollment or eligible students. Lower enrollments in SPED and other programs are projected to decrease revenue.

Mr. Teasdale asked if restricted funds can be used to fill in gaps. Ms. Key said most of the funds are coming with restrictions and expectations are to do more, not to just pay for what we already have.

Mr. Teasdale said these rules cause different decision-making strategies. He would like the Board to be informed on how these dollars will be used in the future.

Mr. Teasdale asked about VCOE's enrollment decline. Ms. Key said VCOE is in the fifth year of total county decline. The average has been 1-2 percent. The decline in 2020-21 was about 4%. The hope is more students will return to in-person learning this year.

Ms. Key said there will be many changes throughout the year. For the Budget Hearing purposes, she is confident the budget can be approved.

Mr. Collins understands there are uncertainties with the Pandemic, school closures and declining enrollment. He asked if VCOE will certify all districts' budgets this year. Ms. Key said that is the goal. VCOE will be heavily involved in assisting districts with their budgets.

Dr. Lisagor asked who projects what schools look like during declining enrollment. Ms. Key said school districts often do demographic studies, however, she isn't aware of one that is countywide.

Dr. Lisagor mentioned Civic Alliance does a report every year, usually in the fall. This may have some demographic information.

Ms. Ulrich mentioned housing in Ventura, Oxnard and Ojai is becoming STVRS (Short Term Vacation Rentals) and this has an impact on the number of students in schools. Homes that once housed families are now used as a commercial enterprise. Dr. Morales added the lack of affordable housing also contributes to declining enrollment.

Hearing closed at 7:15 p.m.

#### 4. Determine Date for Governance Retreat

The Governance Retreat scheduled for June 16, 2021 was postponed. Dr. Morales said he appreciated the Board's willingness to postpone. Management is currently completing the district feedback discussions. Time to digest the information will be needed. This discussion will be postponed until August and a date will be determined at that time.

The July 26 Board meeting be scheduled; but most likely will be cancelled if there are no hearings scheduled.

5. Consideration of a Ventura County Board of Education Scholarship

Dr. Lisagor said over the years, when attending graduations he has been impressed by the response of students when being recognized with scholarships. Dr. Chuck Weis began the scholarships, and now Stan Mantooth and Mary Samples have joined in. Dr. Lisagor would like to suggest starting a VCBE scholarship. This wouldn't be attached to individuals and contributions would be anonymous. Creating an endowment fund could also be considered.

Ms. Key said scholarship funds are run through the county treasury. Current projects indicate there will be approximately \$17,000 in this fund to carry over to the 2021-22 year. The funds are allocated on a reimbursement bases with receipts required. Funds can be used for tuition, books, Chromebooks, etc. The scholarship balance increases over time because some students don't always claim their reward.

Mr. Teasdale ask what the criteria is for the scholarships. Ms. Key indicated each donation person sets the criteria. Each of the donors have come up with their preferred mechanism. An endowment works differently. These live off the interest and at 4% interest, it takes time to grow. VCOE could manage the scholarships on behalf of the Board after the criteria are defined. Mr. Teasdale asked how scholarships are distributed. Dr. Morales said school principals help make determinations.

Ms. Ulrich suggested bringing this topic to the Board retreat. Mr. Teasdale nominated Dr. Lisagor to lead the subcommittee to define criteria. Ms. Ulrich seconded the motion. Mr. Collins will also be part of this committee.

**M. BOARD MEMBER COMMENT**

1. Dr. Flores thanked staff for putting together very informative information from textbooks to budgets.
2. Dr. Lisagor remembered colleague Suzanne Kitchens who recently passed away. She was an amazing person with a huge heart. Dr. Lisagor made a motion to dedicate this meeting to Ms. Kitchens. Mr. Collins seconded it.
3. Ms. Ulrich commented on how wonderful it is to have Dr. Morales as the County Superintendent of Schools; he brings new energy.
4. Mr. Teasdale thanked Dr. Morales and Dr. Flores for participating in workshops at CCBE on exploring CTE and STEM and how to booster the effort in California.

**N. FUTURE AGENDA ITEMS**

1. Set date for Board Retreat and discussion of possible Board scholarship – *August*
2. California Mathematics Framework – *September*

**O. FUTURE MEETINGS**

Date: Monday, June 28, 2021 (*Adoption of LCAP & Budget*)  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

Date: Monday, July 26, 2021  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

**P. ADJOURNMENT**

Mr. Teasdale adjourned the meeting at 7:39 p.m.

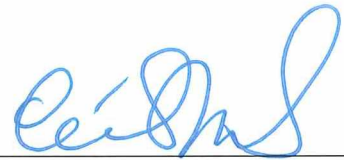
6/29/21

Date

  
Michael Teasdale, Board President

6/29/21

Date

  
Dr. César Morales, Ex-Officio Secretary  
and Executive Officer of the Board

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