

**VENTURA COUNTY BOARD OF EDUCATION  
MINUTES OF ANNUAL ORGANIZATIONAL MEETING OF  
DECEMBER 14, 2020**

**A. CALL TO ORDER / ANNUAL ORGANIZATIONAL MEETING**

1. Call To Order, Pledge of Allegiance to the Flag, and Moment of Reflection  
The Annual Organizational Meeting of the Ventura County Board of Education, Agenda No. 20-13, was called to order by Mr. Stanley C. Mantooth, Ventura County Superintendent of Schools and Ex-Officio Secretary and Executive Officer of the Board, at 6:01 p.m. on Monday, December 14, 2020, via ZOOM. The Pledge of Allegiance to the Flag was led by Dr. Flores and followed by a moment of reflection.
  
2. Oath of Office  
Stan Mantooth administered the Oath of Office to:  

Dr. Mark Lisagor, Trustee, Area 3  
Dr. Ramon Flores, Trustee, Area 5
  
3. Roll Call and Acknowledgement of Guests  
Trustees Present:  
Rachel Ulrich, Area 1  
Mike Teasdale, Area 2  
Dr. Mark Lisagor, Area 3  
Rob Collins, 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  
Dr. Cesar Morales, Deputy Superintendent, Student Services  
Dr. Antonio Castro, Associate Superintendent, Educational Services  
Misty Key, Associate Superintendent, Fiscal & Administrative Services  
Dr. Julie Judd, Executive Director, Technology Services  
Dr. Emily Mostovoy-Luna, Assistant Superintendent, SELPA  
Dr. Consuelo Williams, Director, County Program Support & Accountability  
Lisa Cline, Executive Director, Internal Business  
Dr. Jane Wagmeister, Executive Director, Curriculum and Instruction  
David Fateh, Director, Facilities  
Nancy Akkerman, Senior Executive Assistant  
Lisa Bork, Executive Assistant

4. Approval of Agenda

Mr. Collins moved the agenda be approved. Mr. Teasdale seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

5. Organizational – Election of Officers: Board President

Mr. Mantooth opened the nominations for the position of Board President for 2021. Mr. Mantooth noted that in accordance with Board Policy No. 9121, the elected president will also serve as representative to vote in election for members of the County Committee on School District Organization at the County Committee's annual meeting.

Dr. Flores nominated Mr. Teasdale as Board President for 2021. Mr. Teasdale accepted the nomination. Mr. Collins seconded the motion. Hearing no further nominations, Mr. Mantooth closed the nominations.

Mr. Teasdale was elected Board President for 2021 upon a unanimous roll call vote (5:0).

Mr. Mantooth thanked Dr. Flores for his service as Board President for 2020.

Mr. Teasdale, Board President for 2021, assumed leadership of the meeting.

6. Organizational – Election of Officers: Board Vice President

Mr. Teasdale opened the nominations for Board Vice President for 2021.

Dr. Lisagor nominated Mr. Collins as Board Vice President for 2021. Dr. Flores seconded the nomination. Mr. Collins accepted the nomination. Hearing no further nominations, Mr. Teasdale closed the nominations.

Mr. Collins was elected Board Vice President for 2021 upon a unanimous roll call vote (5:0).

7. Organizational – Election of Committee Representative: California School Boards Association County Board Delegate Nominee

Mr. Teasdale opened the nominations for the position of California School Boards Association County Board Delegate Nominee.

Dr. Lisagor nominated Ms. Ulrich for the position of California School Boards Association County Board Delegate Nominee. Mr. Collins seconded the nomination. Ms. Ulrich acknowledged that she is willing to serve. Hearing no further nominations, Mr. Teasdale closed the nominations.

Ms. Ulrich was elected CSBA County Board Delegate Nominee upon a unanimous roll call vote (5:0).

7. Organizational – Set Date, Time and Place of Meetings

Mr. Mantooth presented the proposed calendar for 2021 Ventura County Board of Education meetings. Regular meetings are scheduled on the fourth Monday of each month from 6:00 – 9:00 p.m. In addition, two mid-month meetings, for the purposes of Budget Study Sessions, are held on Friday from 8:00 to 10:00 a.m. The March meeting will be held on March 15<sup>th</sup> rather than March 22<sup>nd</sup> to meet the timelines for the Second Interim Report. The November meeting will be held on November 29<sup>th</sup>, rather than November 22<sup>nd</sup> which is the week of Thanksgiving.

Dr. Lisagor moved the Board adopt the proposed 2021 Ventura County Board of Education Calendar of meetings as proposed. Mr. Collins seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

9. Organizational – Certification of Signatures

Mr. Collins moved the Certification of Signatures be adopted. Ms. Ulrich seconded the motion, and the motion carried upon a unanimous roll call vote (5:0). The Certification of Signatures document will be sent to each Board member for signature.

**B. PUBLIC COMMENTS**

None.

**C. HEARINGS**

None.

**D. CLOSED SESSION**

None.

**E. PRELIMINARY**

1. Approval of Minutes of Regular Meeting of October 26, 2020.

Dr. Lisagor moved the Minutes of the Regular Meeting of October 26, 2020 be approved. Mr. Collins seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

**F. CORRESPONDENCE**

None.

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

1. Dr. Lisagor reported that he attended the CSBA Virtual Annual Conference. Special programming in support of Homeless Education was excellent. The CCBE Annual meeting had excellent speakers. He also attended the Masters in Governance for County Boards of Education. It was very impressive and quite informative.
2. Mr. Collins reported that he missed the Social Justice meeting, but he is very excited about the Social Justice program.

3. Ms. Ulrich reported that she attended the CSBA Virtual Annual Conference. She appreciated that she could watch sessions after they occurred. Suzanne Kitchens was elected CSBA President for 2021 and Sabrina Rodriguez was appointed the new Director for Region 11. Dr. Weis, Anthony Ramos, and Emily Mostovoy presented at the Masters in Governance. The next VCSBA meeting will be held on February 1st. Ms. Ulrich indicated that she continues to be concerned about actual learning that students are receiving and how learning losses will be addressed when students return.
4. Dr. Flores reported that he attended the recent VCSBA meeting on Virtual Learning. Ms. Ulrich's presentation was excellent. He has virtually attended many district annual organization meetings. He also attended a recent P-20 meeting.
5. Mr. Teasdale reported that he thought the CSBA Annual Virtual Conference was very informative. The Masters in Governance sessions were also very good. Ms. Ulrich's presentation on what is happening in the classrooms during virtual learning was excellent. Mr. Teasdale also attended a recent Social Justice meeting and thanked Dr. Morales for his words. It was an inspiring presentation from the young people.
6. Dr. Lisagor noted the Dr. Julie Judd was an excellent presenter at the VCSBA meeting on Virtual Learning.

## **H. SUPERINTENDENT'S REPORT**

1. State Supt Thurmond Announces Release of Ethnic Studies Model Curriculum.
2. Inclusive Schools Week, December 7-11, 2020 was noted.
3. VCOE's LCAP Federal Addendum was approved.
4. Notice of Incompatible Offices and Board Policy 2124.

Mr. Mantooth noted that he recently ran for and was elected to the position of Ventura County Community College District (VCCCD) Trustee Area 3. While he knew that there was a possibility that Government Code 1099 would make this an incompatible office with his current position as Ventura County Superintendent of Schools, he maintained that they were not and had planned to successfully hold both offices. The fact that these are not incompatible offices is evidenced by the many meetings and collaboration between the VCCCD and the County Board. The two agencies assist each other in supporting students. He would never champion one organization over another as he supports the direction and goals of both offices one hundred percent. He consulted with County Counsel prior to running for offices about the issue of incompatible offices.

Mr. Mantooth noted that a little more than a week ago he and Dr. Flores received a letter from the law firm for the VCCCD AFT Local informing him that they believed the offices were incompatible and that if he was sworn in as VCCCD Trustee on December 15<sup>th</sup>, they would immediately file suit with the Attorney General.

If this happened, Mr. Mantooth would immediately forfeit his position as Ventura County Superintendent of Schools. Mr. Mantooth indicated his intent to take the oath of office for VCCCD as planned. Recent attorney opinion confirms that the offices are incompatible, not because they are in conflict but because there is simply the possibility of a conflict.

Mr. Mantooth stated that for some months he has considered retirement and in an effort to write his own script, he has decided to retire as County Superintendent of Schools effective February 2, 2021. The office is in good hands with the VCOE senior management and leadership teams. Mr. Mantooth noted that he will be sharing this decision with VCOE employees tomorrow morning. Dr. Morales is currently authorized, as Deputy Superintendent, to fulfill all duties until the Board makes an appointment of a replacement to fill his term until January 2022.

Mr. Teasdale thanked Mr. Mantooth for his service and the time spent in this role.

Ms. Ulrich expressed her sadness at Mr. Mantooth's retirement, but happiness that he will be serving on the VCCCD Board.

Dr. Lisagor noted that he and Dr. Flores started on the Board right about the same time that Mr. Mantooth began as County Superintendent of Schools and that Stan has done an exceptional job.

Dr. Flores noted that in the 12 years that Mr. Mantooth has represented the schools of Ventura County, he has built a very strong foundation and a very strong agency.

## **I. LEGISLATIVE REPORT**

1. Ms. Teasdale noted that apparently the State budget is not as bad as was thought.

## **J. CONSENT/ACTION**

1. Temporary County Certificates
2. Change Order No. 22 to Viola, Inc. for Camarillo Special Education New Construction: 20 Classroom School Bid 2018-34
3. Notice of Completion for Viola, Inc. of the Bid 2018-34, Camarillo Special Education 20 Classroom School New Construction
4. Notice of Completion for The Good Service Company of the Bid 2018-30, Dorothy Boswell School Fire Alarm Upgrade

Ms. Ulrich moved the Board approve Consent Items 1-4. Dr. Flores seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

Ms. Ulrich added that the change order in the Office's favor was appreciated. She thanked the facilities staff for their work on the Mary Samples Center / Triton Academy.

**K. PRESENTATIONS**

None.

**L. DISCUSSION/INFORMATION/ACTION**

1. Budget Revision #1

Ms. Key reported that Budget Revision #1 includes information on changes that have occurred since the Board adopted the budget in June. Adjustments have been made to revenue to reflect known grant awards and fee for service revenues. Salaries and benefits have been adjusted to include step and column movement. The most notable change is everything related to COVID funds - both revenues and expenditures were updated to include COVID funds received from the Federal and State governments.

SELPA. The SELPA budget is staying stable at this time. Funds are often received that must be spent in specific areas. Low Incidence Funding is specific for equipment for students. There is a balance because student needs fluctuate from year to year. Out of Home Care Apportionment is for students that are served outside of the home. Ms. Mostovoy noted that the funds are there for the districts who have students that qualify for the funding. Projected ending balance of \$3.879 million.

Mr. Teasdale asked about SELPA. He knows one of the large challenges was to reach out to this population and serve them during the Pandemic. Mr. Mantooth noted that much of the services provided to serve special education students are being funded through other specific pandemic support funds

Student Services. These funds are spent on direct services to students. Some are bill back funds (special education services). The current budget is \$66 million. The most significant change in Student Services is the grant funding for CEC, which has been declining from a high of \$14 million. Some grant dollars are now going directly to school districts as grants, but the grants are not as large. Career Education funding has not increased. VCOE has received the grant award notices for 2021 and will receive \$1 - \$2 million less. Districts will be operating more of the courses at their own campuses. Enrollment in Special education programs continue to decline as school districts provide more services.

Mr. Teasdale asked about the Career Education funding. He would like to know if the County Office has certain equipment that can allow courses to only be offered by our Office rather than in local school districts.

Mr. Mantooth clarified that the district programs are getting stronger and stronger and the County Office is offering support. Yes, there are programs that can be provided more cost effectively at the County Office due to economy of scale.

Educational Services. The most notable changes are the total revenue is less due to the reduction in fee for services opportunities, often due to COVID closures. VCOE is currently offering professional development on-line. Overall, there is a projected reduction of \$2 million. A three-year grant funding services in Educator Support Services to assist Classified employees in pursuing their teaching credential is ending this year. Ms. Ulrich asked if there is a follow-up grant the Office can pursue, as we will soon need many teachers.

Fiscal and Administrative Services. If a fund doesn't fit in the other three categories, it is included in Fiscal and Administrative Services. Ms. Key noted some major facilities projects that have been planned for, including HVAC replacement and replacement of the asphalt at the airport where five VCOE schools are located. The streets and parking lots are showing wear. This project involves removing all the existing asphalt. Facilities will be going to bid on this. The beginning balance of \$3 million will be fully spent.

Ms. Key noted the planned deficit spending. The total starting balance was \$18.3 million; revenue of \$121.7 million, expenditures of \$128 million resulting of an ending balance of \$11.5 million.

Ms. Ulrich asked if the P-20 Council will be spending any money. Mr. Mantooth noted that the P-20 Council is now an official non profit agency and once their funds are transferred to another account, this line item will cease.

Mr. Collins asked if there are any estimates of the cost of COVID efforts. Ms. Key noted that the State required that expenditures from 19-20 be shown in the 20-21 budget. Expenditures started in March, 2020, but COVID funds were not received until 20-21. \$2.8 million has been received. This is not enough to cover the expenditures, but the expenditures were needed. The needs were met as they came up. The expenditures shown under Fiscal and Administrative Services were the global expenses that were not broken down into Gateway, Providence or Special Education.

Mary E. Samples Center Project. The original revenue received for this project was \$20 million. Now that the facility is open and in use, it has been noted that the center median in the front parking lot causes the lane to be too narrow. This will need to be corrected. Furniture and fixtures are being purchased. The Office anticipates a \$1 million balance when the project is complete. The Office will apply to use this money towards our next project which is an eight classroom building at Gateway.

Mr. Collins moved the Board approve Budget Revision #1 as presented. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

2. First Interim Report

Ms. Key noted that this is a positive certification of the budget as it exists. The Office is and will remain fiscally solvent.

Cashflow. LCFF funds have been deferred to the next fiscal year. Funds come from the State and VCOE distributes them to the districts. The amount of cash deferrals for this fiscal year is \$293 million. This is cash that our LEAs are entitled to receive this year, but the appropriation is deferred to next year. The impact on VCOE is \$7.3 million in deferrals. For VCOE with revenues of \$20 million, \$7.3 million will be deferred. This greatly affects the cashflow: 11 of the 20 school districts in Ventura County will have to issue TRANs loans to cover cashflow of \$293 million. Charter Schools are not authorized to issue TRANs. Each TRANs loan has a cost between \$30,000 - \$70,000. It also creates a huge administrative burden to estimate how to juggle cash to meet the cashflow needs.

Ms. Ulrich asked when the districts will be made whole. Ms. Key noted that districts know what months the cash will be received. Ms. Key will email a chart to the Board that shows when the funds will be received.

Dr. Lisagor questioned the risks involved in issuing a TRANs. Ms. Key noted that districts that are experiencing declining enrollment could issue a TRANs based on a higher enrollment that will be actually be funded. The majority of districts in Ventura County are in declining enrollment. Our Office is careful to assist districts in recognizing the reason for their cash shortage; determining whether it is due to deferrals or loss in revenue based on declining enrollment.

Mr. Teasdale asked if the State reimburses the cost of the TRANs. They do not.

Deficit (page 8). At the start of the 20-21, VCOE had a \$544,416 deficit. That deficit has increased to \$833,095. This is a more accurate number and VCOE will need to address the deficit as we look at the 20-21 budget. This deficit is largely due to the hold harmless LCFF funding. Our expenditures increase, while our revenue source remains constant. To address the increasing deficit, the Office may need to reduce services.

Mr. Teasdale what types of services will need to be reduced. Mr. Mantooth noted that the Office will first look at where savings can be achieved. An example is when people leave the organization, we look to see if the duties can be reassigned. We will also consider programs that the districts do not need as much or are beginning to do themselves. Our hope is always to not reduce personnel.

Changes in Other Local Revenue (page 15). These numbers include receipt of COVID funds and immediate expenditures for students and staff learning during the pandemic. Much of the needs were in the area of technology.



Summary of General Fund (page 23). Projected Revenues of \$118 million and projected expenditures of \$123.6 million are shown.

Mr. Teasdale noted that California revenues are projected to be larger than estimated and a portion of this will go to schools. Is there anyway, that the deficit could be addressed? Ms. Key noted that the Legislative Analyst Office (LAO) estimates are often higher than what the Governor proposes and the Governor will make his budget proposal on January 10, 2021. Regardless, VCOE's deficit will exist unless there is a legislative act to change the LCFF hold harmless provision. Our formula says the Office should receive \$17 million; however, we receive \$20 million under Hold Harmless. Our budget will only increase if districts decide to purchase additional services from our office.

Balance in Reserve (page 44). The projected total in fiscal reserves is \$13.6 million. The Board is committed to increasing this reserve fund. The monthly payroll for VCOE is \$6 million. These reserve funds are assisting the Office in meeting the cash deferrals and allowing the Office to meet cashflow needs without securing a TRANS. The other issue that assists with VCOE cashflow is that districts are billed quarterly for special education services.

Multiyear Projections (page 73). This report compares budget projections for this year and the next two years. As noted, the grant to assist classified employees in pursuing a teaching credential is ending. Other grants are being applied for to backfill the loss in career education funding. Also, VCOE plans for reduced expenditures in those areas where revenues are diminishing and where enrollment is decreasing. There has been a severe loss of enrollment at Gateway and Providence. In 2022-23, VCOE is projecting a need to find reductions or increase revenues of \$6 million. The Office will continue to work to solve this deficit.

Dr. Flores asked how difficult it will be to make legislative changes to have COEs funded fully. Having these figures gives Board members excellent data and information to discuss with our legislators. Ms. Key suggested targeted conversations on specific issues – Special education funding or Career Education funding. Advocacy in these two areas would help the most.

Ms. Ulrich moved the Board acknowledge review of the First Interim Report with the Superintendent's positive certification. Mr. Collins seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

3. LCFF Budget Overview for Parents

Dr. Consuelo Williams reported that County Offices of Education and districts are required to present a Budget Overview for Parents along with the First Interim Report. The approved Overview must be forward to CDE. The total revenue projected for VCOE is \$118 million, of which \$30 million is LCFF funds, \$27.8 million is other state funds, \$60 million is local funds, and \$9 million is federal funds. Of the \$9 million in federal funds, \$2.6 million are CARES Act funds.

Salaries and benefits for teachers, facilities and custodial staff, are not included. Software expenditures are allowable.

The Office received \$1,020,647 for high needs students. For the 20-21 school year, LEAs must work with parents to develop a Learning Continuity Plan (replaces the LCAP for the 20-21 school year) to describe how they are planning to provide education, socio-emotional and nutrition support during the pandemic. VCOE plans to spend \$2,681,976 towards meeting this requirement.

Mr. Collins asked if Homeless students are considered high needs students. Dr. Williams reported that they are, and the Office is diligent to watch enrollment to see if there is a change in student status so students can receive any services needed. The number of homeless students is increasing.

Dr. Lisagor asked if the LCP is for this year only, and if the Office will return to the LCAP after the pandemic ends. Dr. Williams responded that on June 30<sup>th</sup> LEAs will begin again with the LCAP and Budget Overview for Parents.

Mr. Teasdale asked if this is a State template that is being used for reporting. It is.

Ms. Ulrich moved the Board approve the Budget Overview for Parents as presented. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

4. Approval of College and Career Access Pathways Partnership Agreement between the VCOE and the VCCCD

Mr. Mantooth noted that this partnership agreement between VCOE and VCCCD involves a dual enrollment platform for students. This will be a great benefit to our students as they can now receive college credit while they are in high school. Dr. Morales noted that this agreement has been over a year in development. CEC courses have been aligned with the VCCCD curriculum. The first two classes associated with this partnership agreement will be in the area of manufacturing. Pending approval of this agreement, these two courses can begin in the spring. The partnership is strong and the instructor will be working for both VCOE and VCCCD. There is talk of doing more opportunities in the summer and in the Fall.

The Office continues to work closely with Workforce Development and the Navy in this area as well. The Office plans to utilize this structure to continue to feed our county with teachers in the STEM field, as well as in the bilingual / dual language realm.

HAAS recently awarded VCOE a \$150,000 grant to create a manufacturing course. Equipment was purchased and now the grant funds can be used.

Mr. Collins noted that for students to receive dual credit is financially beneficial to the parents as well and he hopes this work can continue.

Ms. Ulrich noted that this has been 10 years in the making and she commended staff for their efforts in getting this done.

Mr. Teasdale noted that this could be a good area for advocacy efforts as well.

Ms. Ulrich moved that Board approve the College and Career Access Pathways Partnership Agreement between the VCOE and the VCCCD. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous roll call vote (5:0).

#### **M. BOARD MEMBER COMMENTS**

1. Dr. Lisagor indicated how proud he is to be a part of this organization. The team is amazing. The news of Mr. Mantooth's retirement is shocking and he wishes the Board had more time to gather our thoughts but the Board will watch Mr. Mantooth's future endeavors fondly.
2. Mr. Collins noted that he too has mixed feelings about Mr. Mantooth's retirement, but the Board also appreciates that he will be joining the Community College District.
3. Ms. Ulrich thanked staff for their efforts and congratulated Mr. Mantooth on his new position.
4. Dr. Flores congratulated Mr. Teasdale and Mr. Collins for their new roles on the Board.
5. Mr. Teasdale stated that the Board will miss Mr. Mantooth's knowledge, humor and insights but knows there will be an excellent team in place.
6. Ms. Ulrich congratulated Mr. Teasdale on his selection as Board President.

#### **N. FUTURE AGENDA ITEMS**

1. Distance Learning for Special Population Students, what have we learned? - Ms. Ulrich
2. Career Education Program Update – Mr. Teasdale
3. Revisit Mission Statement, Goals and Objectives – Dr. Lisagor
4. Process for Selecting a new County Superintendent of Schools. Mr. Teasdale appointed himself and Dr. Lisagor to the Board Subcommittee to address this issue.
5. 2019-20 Audit Report – January / February 2021
6. Charter School Annual Programmatic Audit and Renewals: Ventura Charter School – February 2021

7. Charter School Annual Programmatic Audits:  
River Oaks Academy – January 2021  
MATES – March 2021  
Bridges Charter School – April 2021  
Vista Real Charter High School – May 2021

**N. FUTURE MEETINGS**

Per the adopted 2021 Ventura County Board of Education Calendar of Regular meetings (Agenda Item A.8), future meetings are as follows:

Date: Monday, January 25, 2021  
Time: 6:00 p.m.  
Location: ZOOM or 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board


Date: Monday, February 22, 2021  
Time: 6:00 p.m.  
Location: ZOOM or 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

Date: Monday, March 15, 2021  
Time: 6:00 p.m.  
Location: ZOOM or 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

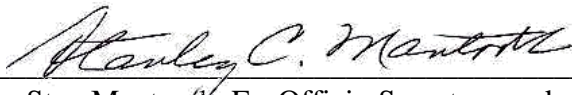
**O. ADJOURNMENT**

Mr. Teasdale adjourned the meeting at 8:32 p.m.

January 25, 2021  
Date

  
\_\_\_\_\_  
Michael Teasdale, Board President

January 25, 2021  
Date

  
\_\_\_\_\_  
Stan Mantooth, Ex-Officio Secretary and  
Executive Officer of the Board

*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.*