

**VENTURA COUNTY BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING OF  
October 22, 2018**

**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 18-14, was called to order by Rachel Ulrich, Board President at 6:00 p.m. on Monday, October 22, 2018, 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 Ms. Ulrich, 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  
Dr. Roger Rice, Deputy Superintendent, Student Services  
Misty Key, Associate Superintendent, Fiscal and Administrative Services  
Dr. Antonio Castro, Associate Superintendent, Educational Services  
Emily Mostovoy-Luna, Assistant Superintendent, SELPA  
Regina Reed, Executive Director, Special Education  
Dr. Tiffany Morse, Director, Career Education  
Dawn Anderson, Director, Comprehensive Health  
Nancy Akkerman, Senior Executive Assistant  
Roger Ruiz, Facilities
3. Approval of Agenda  
Mr. Kunicki moved 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**

1. Interdistrict Attendance Appeal Case No. 1814  
The parent, grandmother, and parent partner from United Parents; were in attendance representing the student. Cynthia Frutos, Director, Student Support Services; Dr. Marcus Konantz, Director, Special Education; and Karen Senasac,

Principal, Junipero Serro School; were in attendance representing Ventura Unified School District.

Mr. Kunicki moved Interdistrict Attendance Appeal Case No. 1814 be upheld. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous vote (5:0).

**D. CLOSED SESSION**

None.

**E. PRELIMINARY**

1. Approval of Minutes of Regular Meeting of September 24, 2018

Dr. Lisagor moved the Minutes of the Regular Meeting of September 24, 2018 be approved. Ms. Ulrich seconded the motion, and the motion carried upon a 3:0:2 vote; with Ms. Ulrich, Mr. Bates and Dr. Lisagor voting aye; and Dr. Flores and Mr. Kunicki abstaining.

**F. CORRESPONDENCE**

1. Invitation to River Oaks Academy Wellness Expo, November 7, 2018.

*Public Comment: Ms. Claudia Weintraub, Executive Director, ROA, and staff addressed the Board and personally invited the Board to the Wellness Expo.*

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

1. Dr. Lisagor attended the VCSBA Dinner Meeting. The presentation was on Special Education and the many issues districts face.
2. Dr. Flores apologized for missing the last few meetings while recovering from knee surgery. Dr. Flores reported that he attended the Triton Back to School Night at the new facility; a Providence Graduation; and the VCSBA Dinner Meeting.
3. Mr. Mantooth noted that the Providence Graduation has been cancelled. Board members are invited to attend the listed events.

**H. SUPERINTENDENT'S REPORT**

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

1. Notice of approval of the VCOE Budget from CDE.
2. CCSESA Annual Awards were recently given. Misty Key was honored with the CCSESA STAR Award for her work as Chair of the BASC Committee. Dr. Rice was previously honored for his services on the Student Programs Committee and Dr. Chrisman for her service on the Educational Services Committee. Mr. Mantooth received the CCSESA Champions award.
3. Additional Upcoming Events:
  - Countywide Robotics Competition, October 27, 9:15 a.m. at Holy Cross
  - MATES 10 year anniversary,

## **I. LEGISLATIVE REPORT**

None.

## **J. CONSENT/ACTION**

1. Mileage Reimbursement Claim
2. Temporary County Certificates
3. 3<sup>rd</sup> Quarter 2018 Disposal of Property Report
4. 2019-20 County School Services Fund Budget Calendar
5. Williams Quarterly Report to County Board of Education
6. Annual Review of Williams Countywide Visitations Report for 2017-18 School

Mr. Kunicki moved the Board approve Consent Items 1-6. Dr. Lisagor seconded the motion, and the motion carried upon a unanimous vote (5:0).

## **K. PRESENTATIONS**

1. Career Education Center Update

Dr. Morse presented an update on the Career Education Center. Regionally, there have been a lot of changes in the funding for this program. Perkins Reauthorization is the federal funding. It is ongoing and stable. VCOE has worked with local districts ensuring that they are able to receive these funds. Ongoing funding for Career Education includes K-12 Strong Workforce Funds which is grant funding. Our region – South Central Eastern – receives these funds and local areas and consortiums then compete for the funds within the region. The application for funding should open in mid-December. VCOE hopes to apply with Ventura County districts as a regional consortium. There is also \$150 million in CTE Incentive Grants. The amount of these grants has been continually reduced. The grant application will be more rigorous this year.

Spring 2017 Dashboard College and Career Indicator. The first year of reporting was a learning process. VCOE is working with districts to align CTE courses and course codes so these can be uploaded to the Dashboard system. Districts are learning how to input the data correctly.

The Career Education Center has been in operation for 50 years. This year we have 114 teachers and 317 courses. A new building and construction program has started. Currently CEC courses are offered to all airport school programs including Frontier. Mechatronics Lab course is starting and may become a joint partnership with the Community College. Moorpark CEC has added an additional session at 1:30, along with the usual courses at 4:30 at the request of Moorpark Unified School District.

New Industry Certifications have been added, including Certified Nursing Assistant / Home Health Aide; Certified Medical Assistant; Unity (Game Design); FAA (UAVs and Ground School); NATEF (Auto) – a mixture of adult and high school students; AWS (Welding); and NIMS (Manufacturing).

VCOE does not currently have data on each student as to whether or not they started or completed a pathway; however, this data is now being generated.

Mr. Kunicki asked about other county office CTE Incentive Grants. Is there anything VCOE should be highlighting that will set it apart from others competing for the grant? The work VCOE has done has been strategic. Working with the Community College District and having the adopted joint resolution is helpful and supportive. There may soon be a letter collecting campaign from local businesses. The grant in our Region is more competitive as there are multiple agencies in our region whereas in Orange County region, the only COE is Orange County.

Dr. Rice discussed the College/Career Indicator. Currently, the criteria are heavily weighted towards college preparedness and not towards career preparation. VCOE and local districts are working with the State to develop a list of industry certifications that would count towards this performance indicator. Work is also being done to solicit State support of the Workforce Readiness Certificate that is available to Court and Community School students. This performance indicator will become a more robust indicator in the future. Articulated classes are considered dual enrollment for VCOE students. This matters on the Dashboard.

These new metrixes would assist in helping VCOE students move towards “prepared” on the Dashboard. Our goal would be to have every student at Gateway and Providence get a Workforce Readiness Certificate as a requirement for graduation.

## **L. DISCUSSION/INFORMATION/ACTION**

### **1. LCAP Update: Local Indicators**

Dr. Rice presented a report on the local indicators included in the VCOE LCAP. California’s Accountability System requires all LEAs to annually reflect on Local indicators; to identify strengths, weaknesses, and areas in need of improvement. Each LEA is required to complete the Self-Reflection Tool provided by CDE, report the results to the local governing board at a regularly scheduled meeting, and to stakeholders and the public through the Dashboard by November 16, 2018.

The Dashboard identifies a LEA’s areas of strength and need. Local Data provides an LEA with additional data to inform decision making and planning. The LCAP provides a way for an LEA to review its progress, report their plans to address the areas of need and communicate those plans to stakeholders. Dr. Rice reviewed the list of state priority areas and local indicators.

Priority 1: Basic Conditions at School.

VCOE meets the Williams Settlement requirements (textbooks, credentialed teachers and quality instructional facilities) and address any complaints or other deficiencies. VCOE has succeeded in this area.

Priority 2: Implement State Academic Standards.

VCOE meets the requirements in this area via instructional materials.

Priority 3: Parent Engagement

The recent Gateway Back to School was very well attended. In addition, VCOE has a goal of increasing the number of parents who participate on committees.

Priority 6: Local Climate and Culture

The California Healthy Kids Survey was given to VCOE students. Results indicate that additional works need to be done to ensure that students feel connected to an adult on campus. Mr. Loo provided a report on efforts to increase results in this area. A high number of students indicate substance abuse issues which is to be expected. Multiple agencies offer support on site.

Priority 7: Access to a Broad Course of Study

Most students are working on earning course credit however students also have access to the CEC courses, and we are approaching 80% of students taking CEC courses. Students also have access to APEX – an online program – for electives.

Priorities 9 and 10:

Coordination of Services for Expelled Students and Foster Youth.

Ventura County's development of a transportation agreement for Foster Youth throughout the county is a success. Dr. Rice was once again asked to present on this program.

Staff went through a self reflection process and all areas are being met even in areas where more work is needed.

Mr. Lisagor moved the Board approve receipt of the report on VCOE LCAP Local Indicators as presented. Mr. Kunicki seconded the motion, and the motion carried upon a unanimous vote (5:0).

2. Certification of District Attendance Supervisors

Dr. Rice noted that California Education 48240 requires school districts to appoint a supervisor of attendance. Education Codes 48241 and 48245 collectively stipulate that no school district shall appoint a supervisor of attendance without the certification of the County Board of Education. Districts are now required to list who their supervisor of attendance is and how they were certified. In response, VCOE staff held a certification training leading to the proposed certification. CDE attended and co-presented the program and requested to use the program as a statewide model.

A list of personnel who will qualify to serve a school district as a supervisor of attendance upon approval of this item was distributed. Certificates will be sent to all participants and districts to demonstrate compliance with this provision.

Mr. Bates moved the Board certify the named District Attendance Supervisors. Mr. Kunicki seconded the motion, and the motion carried upon a unanimous vote (5:0).

3. Approval of Revisions to Board Policy and Administrative Regulation 5141.33, Head Lice

Dawn Anderson and Regina Reed reported that Board Policy 5141.33, Head Lice, has been revised to remove the “no-nit” requirement for attendance. While lice are a nuisance, they are not associated with the spread of disease and are not highly transferable in the school setting. There is also a lack of evidence that a no-nit policy prevents or shortens outbreaks, and the benefits of school attendance greatly outweigh the risk of head lice.

The proposed revisions comply with the current recommendations from the California Department of Public Health, CDC, American Academy of Pediatrics, and California School Nurses Organization. These recommendations have been in place for 10 years but education of staff was needed. Dr. Levin, Ventura County Public Health Director supports the no live lice policy. Administrative Regulation 5141.33 is included in the explanatory materials for the Board’s information.

Dr. Lisagor moved the Board waive the second reading and approve revisions to Board Policy 5141.33, Head Lice. Mr. Bates seconded the motion, and it carried upon a unanimous vote (5:0).

4. Ventura County Office of Education Areas of Focus

Mr. Mantooth reviewed the Superintendent’s Areas of Focus for 2018-20. Areas of Focus are used to support the goals of our organization. Two year cycles are used. The Areas of Focus for 2018-20 are similar to those of 2016-18 as the work is ongoing. Each Area of Focus is supported by narrative descriptions.

Student Welfare and Achievement.

Supporting the child’s socio-emotional needs is a part of supporting their academic needs. We collaborate with appropriate constituents; use data to inform program development and support parent engagement.

Teaching and Learning

Quality learning from early childhood through college and career. This starts with providing adequate opportunities for preschool and continues through addressing key employment area shortages.

Assessment and Accountability

Data collection is imperative in evaluating and improving programs. LCAP Goals are aligned with achievement levels. Efforts to balance district fiscal and academic oversight and accurately assess which programs are having the most impact.

Maximization of Resources

As VCOE’s LCFF is currently frozen, efforts are continually made to refine fee-based income models; sustain programs as resources diminish; repurpose staff to address needs for support of our districts; and learn to utilize 21<sup>st</sup> century communication opportunities.

### Capacity, Culture and Relationships

VCOE staff are always learning and sharing those skills with others. A culture of continuous improvement flourishes and relationships with our clients are based on trust and respect. Our organizational health is our most important asset.

Although BP 2126 states this is to be done in conjunction with the Board's review of the Superintendent's Salary, Mr. Mantooth asked that the discussion of the Superintendent's Salary be deferred to a later date. In the past, an annual presentation on accomplishments was given but reports on accomplishments have been ongoing. The Board has received reports on the development and location of the temporary Triton Academy as well as the upcoming permanent Triton Academy; facilities updates; work in supporting districts on their LCAPs; etc.

Mr. Kunicki indicated that he appreciates the ongoing presentations from staff. It helps him to continually understand the work of the office.

Ms. Ulrich asked if the LCAP process has been beneficial in continually bringing the office goals to focus. It has been a process that promotes the shared mission that we have not only within the office but also with the districts. Ms. Ulrich noted that the areas of focus are in line with the LCAP.

5. Review of Objectives in Support of Ventura County Board of Education Goals  
Mr. Mantooth asked the Board if they would like to review their objectives now in light of the new Areas of Focus and also the upcoming meeting with the Community College District. Ms. Ulrich tabled this item until the November meeting when all Board members would be in attendance.

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

None.

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

1. Review of Objectives in Support of Board Goals (TBD)
2. Annual Programmatic Audit Presentation by Vista Real Charter High School (November 26, 2018)

### **O. FUTURE MEETINGS**

Mr. Mantooth noted that the Board has been invited to a reception at 5:30 p.m., prior to the Joint meeting.

Date: ***Tuesday, October 23, 2018 (Joint Meeting with VCCCD Board)***  
Time: ***6:00 p.m.***  
Location: ***VCCCD, Board Room, 761 E. Daily Drive, Camarillo***  
Purpose: ***Special Meeting of the Board***

Date: Monday, November 26, 2018  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Regular Meeting of the Board

Date: Monday, December 10, 2018  
Time: 6:00 p.m.  
Location: 5100 Adolfo Road, Board Room, Camarillo  
Purpose: Annual Organizational Meeting of the Board

**P. ADJOURNMENT**

Ms. Ulrich adjourned the meeting at 7:54 p.m.

***Minutes approved by Board Action on 11/26/18.***

*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.*