

**VENTURA COUNTY BOARD OF EDUCATION
MINUTES OF REGULAR MEETING OF
May 8, 2015**

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 No. 15-09, was called to order by Mr. Marty Bates, Board Vice-President, at 8:05 a.m. on Friday, May 8, 2015, 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. Bates, followed by a moment of reflection.

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

VCOE Personnel Present:

Stanley C. Mantooh, Ventura County Superintendent of Schools and Ex-Officio Secretary and Executive Officer of the Board
Dr. Valerie Chrisman, Associate Superintendent, Educational Services
Misty Key, Associate Superintendent, Fiscal & Administrative Services
Dawn Anderson, Comprehensive Health and Prevention Programs
Claudia Frandsen, Leadership Support Programs
Carrie Murphy, Early Childhood Programs
Dr. Jane Wagmeister, Curriculum & Instruction
Gretel Compton, Graphics Department

Tom Etchart, Director, Internal Business Services
Rudy Calasin, Budget Manager
Lisa Worsley, Accountant
Peggy White, Accountant

Cathy Samuel, Administrative Assistant

3. Approval of Agenda
Dr. Flores moved the agenda be approved. Ms. Ulrich seconded the motion, and the motion carried unanimously (4:0). Mr. Kunicki was absent.

B. PUBLIC COMMENTS

None.

C. HEARINGS

None.

D. CLOSED SESSION

None.

E. PRELIMINARY

1. Approval of Minutes of Regular Meeting of April 27, 2015.
Ms. Ulrich moved the Minutes of the Regular Meeting of April 27, 2015 be approved. Dr. Flores seconded the motion, and the motion carried (3:0:1), with Ms. Ulrich, Dr. Flores and Mr. Bates voting aye; and Dr. Lisagor abstaining.

F. CORRESPONDENCE

1. Email dated April 28, 2015 from Caroline Aslanian to Board members, titled, "Asking you to oppose SB277.

G. PRESIDENT'S AND BOARD MEMBERS' REPORTS

1. Ms. Ulrich reported that she will be attending the Career Education Center graduation on June 4, 2015.
2. Dr. Lisagor reported that he attended the VC Innovates Awards Celebration on May 7, 2015. He is proud of the work being done with this grant. He will be attending the CCBE Board of Directors and CSBA Delegate Assembly meetings next week. He also plans to attend the May 12th Providence graduation.
3. Dr. Flores reported that he attended the VC Innovates Awards Celebration and the May 4th Providence graduation.

H. SUPERINTENDENT'S REPORT

1. Mr. Mantooh welcomed Dr. Lisagor back from Nepal.

I. LEGISLATIVE REPORT

None.

J. CONSENT/ACTION

None.

K. PRESENTATIONS

None.

L. DISCUSSION/INFORMATION/ACTION

1. Budget Study Session

Ms. Key noted that the Budget Study Session will begin with staff presentations.

Internal Business Services, Tom Etchart

Mr. Etchart reported on the Graphics Department. The Graphics Department offers full production graphics services including printing, copying and design for VCOE and local school districts. Online ordering and delivery through the VCOE courier service is offered. The Graphics Department recently produced all the print materials for the CCSESA CBO Conference including theme and logo design, notecards, save the date flyers, conference booklet, name badges, tote bags, posters for vendors, and breakout sessions. The Graphics Department will be hosting an Open House on May 14th and Board members are invited to attend.

Curriculum and Instruction, Dr. Jane Wagneister

Dr. Wagneister reported that 23 staff members work in the Curriculum & Instruction Department providing customized professional development to every school district in Ventura County. Most Directors are past Principals or Central Office Administrators, and Content Specialists in such subjects as Art, Math, Science, History and Positive Behavioral Support are past teachers of the year or teachers on leave from other districts.

9,197 people have attended workshops held at both the school districts and the conference center this year. Training in Positive Behavioral Support – CHAMPS – has been very successful. Gateway, Providence and Special Education staff have all participated. Gateway and Triton have both been recognized as National Positive Behavioral Support sites. Three grants support these efforts.

Curriculum & Instruction also offers Leadership Support. Staff goes to the school districts and works with the Superintendent and Leadership teams, as well as schools and school site leadership teams. Many districts now send teachers to be trained as team coaches. A coaches' cohort has been developed for 70 people. VCOE has developed a Science Support Network which has been recognized at the State level. RtI leadership is also provided and recognized by the State. A Mathematics leadership network is provided for 60 people and an Arts network for 80 arts leaders. Job-a-likes are provided for Bilingual Coordinators Network and Project Directors, RtI Network and PBIS Network. Grants are received for much of the work done for Arts, Science and RtI. Some are to develop statewide modules or produce brochures for the public. Sample brochures were distributed.

The RtI Annual Symposium was held at VCOE with 300 participants. This year the event showcased the Gold Ribbon Schools in Ventura County. A Leadership Academy is presented in collaboration with Teacher Support Services. Partnerships with the EdTech Department have also flourished. The Seasons program is offered to area seniors who then visit local schools as presenters.

Comprehensive Health and Prevention Programs, Dawn Anderson

The Comprehensive Health and Prevention Program addresses current health concerns within the county, i.e., measles, ebola; offers prevention programs including Tobacco Use Prevention, Alcohol and Drug prevention; Behavioral Health, and Friday Night Live programs which is a youth mentoring program. Grant funding is utilized for most of these programs. The Restorative Justice program is offered in conjunction with Leadership Support Services. Conferences on Mental Health, Drug and Alcohol, Prescription Drugs and Heroin Use have been provided in conjunction with Ventura County Public Health. The Health Department also represents VCOE in the Oral Health Collaborative.

Leadership Support Services, Claudia Frandsen

Leadership Support Services coordinates with multiple departments to provide L3, a professional development program providing nationally recognized speakers for area conferences. Family engagement is a focus for next year due to LCFF/LCAP. Karen Knapp from Harvard provided a program with five follow-up trainings for parents. Childcare and meals were provided.

In conjunction with Health Programs, the Restorative Justice program was developed. This program builds relationships, teaches socio-emotional skills, and provides tools when something goes wrong on our campuses.

A program was developed for new principals who are clearing their Administrative Services Credential. This program is run in conjunction with Teacher Support Services which offers the credential induction program. It began with 37 principals, and this year has 80 participants.

Leadership Support also coordinates the California Distinguished Schools – now called Gold Ribbon Schools – program. In addition, 5-6 legal firms offer free Legal Forums on new education laws.

Early Childhood Programs, Carrie Murphy

The work of Early Childhood is extremely important. Statistics show that every \$1 investment in early childhood will gain \$7 in the future. Ventura County is considered a very strong preschool County. A team of 13 staff members oversee six projects, all funded by First 5 and Department of Education grants.

Quality Rating Improvement System (QRIS), has \$1.8 million in annual funding. The work is to standardize the quality of programs and rate the services. Coaches write quality improvement plans and support teachers to improve services. Tier 4 and 5 are the highest ratings provided and currently 84% of rated programs are at Tier 4 or 5. There are 116 sites and over 4,000 students in this program.

The ECE Stipend Program has \$610,000 in funding. The intent of this program is to get more BA level instructors in preschools. Since 2008, \$1.7 million in stipends have been offered and 100 people have earned degrees.

Transitional Kindergarten is a new grade level created by the State in 2010. Transitional Kindergarten teachers need more support to align work to preschool foundation, so \$324,000 in funding was included to support teachers in completing additional units. A TK Learning Institute has been created with 35 teachers participating. A TK certificate is being created in partnership with local IHEs, Curriculum and Instruction, and Human Resources. The certificate will take one year. The Ventura County TK Certificate program will be highlighted in a CDE webinar next month.

California Preschool Instructional Network provides Department of Education training to Preschool sites. Over 90 professional development opportunities are provided annually.

California State Preschool Program supports Rio, Hueneme and Oceanview school districts in operating 192 preschool spaces and Early Literacy Coaching.

Local Planning Council. Every County has a local planning council which acts as the voice of early childhood in Ventura County. Appointments to the Council are made by the Board of Supervisors and the County Superintendent of Schools. The Council is tasked with creating the Countywide Childcare Needs Assessment and a corresponding Strategic Plan. They also advise the work done on QRIS and Stipend programs.

Ms. Key opened the fiscal segment of the budget study session. The complete proposed budget was presented in the explanatory materials.

Fund 013, Restricted Programs (page 55). The LCFF continues to change the way programs are accounted for. CalSAFE is now an Unrestricted program and its \$606,000 in funding has been moved since the last budget study session.

Fund 019 (Unrestricted Programs (page 127) – This fund reflects the LCFF. Total income of \$21,671,009 is projected with expenditures of \$21,948,262, showing slight deficit spending. The Office is in the process of transitioning to a fee for services model and income is not included until a contract is received. .

The CalSAFE program now resides in Fund 019.

Deferred Maintenance (previously Fund 140) has been moved to Fund 019 due to LCFF as well. The Office still dedicates the same level of funding towards those programs so approximately \$300,000 is maintained for facilities. In 2015-16, the Office plans to complete a \$160,000 roofing project at the ASC; \$30,000 plumbing project at Penfield School; \$55,000 in HVAC repairs at ACE Charter School and ASC; \$35,000 for wall systems in classrooms at Penfield and CEC; and \$5,000 paving at Conejo Triggs School. These projects have been identified as priorities. A five year deferred maintenance plan is no longer required; however, VCOE still completes the assessment of needs.

Fund 100, Special Education Revenue (page 145). These funds are passed through SELPA to the school districts. \$96 million in revenue will be received, an increase of \$1.6 million attributed to attendance and COLA.

Fund 120, Child Development Fund, (page 151) – These funds are restricted and must be spent on Early Childhood programs.

Fund 402 (Special Reserve, Redevelopment Agency (page 177) – This fund holds funds from past Redevelopment agencies. These funds are for facilities projects. The revenue has been moved out of this fund in 2015-16. Funds will be used to build special education portables for 8 special education classes. Special Education will repay this fund at an anticipated rate of \$50,000 annually.

Ms. Ulrich questioned why there was a decrease of \$100,000 when funds were transferred from Fund 013 (page 55) to 019 (page 128). Ms. Key noted that Fund 019 contains a consolidation of the net effect of many programs being moved. The CalSAFE transfer was a direct line transfer.

Indirect Costs refers to the cost of general operations, items that every program benefits from – technology, human resources, payroll, etc. A percentage is charged to all programs to cover the costs of these services to all programs. The direct cost percentage is determined by the State.

Mr. Bates expressed his appreciation for the staff presentations. The information presented is fascinating and very beneficial. Mr. Mantooth thanked the Internal Business staff for their work on the budget.

This item was presented for information only.

M. BOARD MEMBER COMMENTS

None.

N. FUTURE AGENDA ITEMS

1. One to Two-day VCBE Tour of VCOE Facilities.
2. Consideration of Electronic Board Agendas and Explanatory Materials (May).
3. LCAP and Budget Public Hearing / Approval (June).
4. Ventura County Plan for Expelled Pupils, Triennial Update (May)
5. Annual Course of Study Review (May)
6. Vista Real Charter High School MOU (May)

O. FUTURE MEETINGS

Date: *Tuesday, May 26, 2015*
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Monday, June 15, 2015
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Monday, June 22, 2015
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

P. ADJOURNMENT

The meeting adjourned at 9:13 a.m.

Approved by Board Action on 5/26/15

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