Sacramento County Board of Education

Regular Meeting

Tuesday / January 14, 2020 / 6:30 P.M.

Please Note:

Executive Committee Meeting will begin at 5:00 p.m.
Superintendent’s Conference Room

Schools Projects Financial Corporation Meeting
will begin immediately at the conclusion
of the Regular Board Meeting

10474 Mather Boulevard
P.O. Box 269003
Sacramento, CA  95826-9003
916.228.2410
TO: Members, County Board of Education

FROM: David W. Gordon, Secretary to the Board

SUBJECT: Agenda – Regular Meeting – Tuesday, January 14, 2020

Regular Session: 6:30 p.m.

NOTE: The Sacramento County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent’s Office at 916.228.2410 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132).]

I. Call to Order and Roll Call

II. Pledge of Allegiance

III. Approval of the Minutes of the Regular Board Meeting of December 10, 2019

IV. Adoption of Agenda

V. Official Correspondence

VI. Visitor Presentations
   A. General Public
   B. Employee Organizations

NOTE: Anyone may address the Board on any item that is within the Board’s subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

Anyone may appear at the Board meeting to testify in support of or in opposition to any item being presented to the Board for consideration. If possible, notify the Board President or Board Secretary in writing prior to the meeting if you wish to testify.

SCOE Mission Statement
To ensure that our students are prepared for success in college, career, and community;
To provide educational leadership to the diverse groups we serve;
To work creatively and collaboratively with partners; and
To give educators and support staff the training and tools they need for success.
VII. Superintendent’s Report

A. Recognition of the February 2020 Employees of the Month:

**Classified Employee:** Rachel Unterbrink, Multimedia Design Specialist, C-SAPA Department

**Certificated Employee:** Rachel Remner, Alternative Education Teacher, Court and Community Schools

VIII. New Business

A. Adoption of Consent Agenda – David W. Gordon


2. Award Diplomas to Court and Community School Students – Dr. Matt Perry

B. Approval of Contracts – Tammy Sanchez

C. Authorization to Submit Grant Applications/Service Contracts and Accept Funding if Awarded; and Approval of Contracts, Positions, and Other Expenditures Associated with the Grants as Outlined in the Proposed Budgets – David W. Gordon

1. $222,990 Career Technical Education Incentive grant from the California Department of Education, College and Career Transition Division for the 2019-2020 fiscal year – Dr. Matt Perry

2. $1,671,637 Statewide Non-Profit Private School Professional Development (SNPSPD) grant from the California Department of Education for the 2019-2020 and 2020-2021 fiscal years – Dr. Nancy Herota

D. Accept Audit Report for Fiscal Year Ended June 30, 2019 – Tammy Sanchez

E. Approval of Proposed Board Meeting Dates for 2020-2021 – David W. Gordon

F. Authorization for Out of State Travel – Trustee Brown to Attend the 50th Annual Capitol-to-Capitol Conference in Washington, DC – David W. Gordon

G. Authorization for Staff to Complete Necessary Requirements for Deferred Maintenance and Modernization Projects – Tammy Sanchez

H. Adoption of Resolution No. 20-01 – In Support of Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020 – Tim Herrera
I. First Reading of Revisions to Board Policy 1312.3 – Uniform Complaint Procedures – Policy Committee

J. First Reading of Revisions to Board Policy 6174 – Education for English Learners – Policy Committee

K. First Reading and Proposed Elimination of Board Policy 1320 – Complaints Concerning the County Office of Education – Policy Committee

L. Board Report – Mental Health – Dr. Nancy Herota

IX. Board Reports, Comments, and Ideas

A. Board Members
B. Board President
C. Committees

X. Items for Distribution

A. January/February Events
B. January/February Site Visits

XI. Schedule for Future Board Meetings

A. February 4, 2020 – Governor’s Budget and Legislation
B. February 18, 2020 – Revised Local Accountability Model

XII. Adjournment

CALL TO ORDER

SCHOOL PROJECTS FINANCING CORPORATION MEETING
SACRAMENTO COUNTY BOARD OF EDUCATION

Minutes of the Regular Meeting of December 10, 2019

Agenda
I. Call to Order and Roll Call
II. Pledge of Allegiance
III. Approval of the Minutes of the Regular Board Meeting of November 12, 2019
IV. Adoption of Agenda
V. Official Correspondence
VI. Visitor Presentations
   A. General Public
   B. Employee Organizations
VII. Superintendent's Report
   A. Recognition of the January 2020 Employees of the Month
VIII. New Business
   A. Adoption of Consent Agenda
      1. Accept Report on Personnel Transactions
      2. Award Diplomas to Court and Community School Students
      3. Declaration of Equipment Listed as Surplus Property and Authorization to Dispose of Equipment Pursuant to Education Code (Technology)
      4. Accept Donation to the Special Education Language, Speech, and Hearing Program
   B. Approval of Contracts
   C. Authorization to Submit Grant Applications/Service Contracts and Accept Funding if Awarded; and Approval of Contracts, Positions, and Other Expenditures Associated with the Grants as Outlined in the Proposed Budgets
      1. $257,700 WorkAbility I grant from the California Department of Education for the 2019-2020 fiscal year
   D. Approval of 2019-2020 – Budget Revision No. 1
   E. Approval of First Interim Financial Report for the 2019-2020 Fiscal Year
   F. Second Reading and Adoption of Revisions to Board Bylaw 8510 (Renumbered 9310) – Policy and Administrative Regulation Development
   G. Second Reading and Elimination of the Following Bylaws and Policies:
      BB 8520 – Revision of Bylaws, Policies, and Administrative Regulations
      BP 2010 – Formulation of Administrative Regulations
      BP 2300 – Regional Programs
      BP 6163.1 – Provision of Instructional and Support Services and Materials
   H. Informational Information: Elimination of Administrative Rules and Regulations 2010 – Formulation of Administrative Regulations
   I. Informational Information: Elimination of Administrative Rules and Regulations 2300 – Regional Programs
   J. Board Report – History-Social Science/Civic Education
IX. Board Reports, Comments, and Ideas
   A. Board Members
   B. Board President
   C. Committees
X. Items for Distribution  
   A. December/January Events  
   B. December/January Site Visits  

XI. Schedule for Future Board Meetings  
   A. January 14, 2020 – Mental Health  
   B. February 4, 2020 – Governor’s Budget and Legislation  
   C. February 18, 2020 – Revised Local Accountability Model  

XII. Adjournment

I. President Lefkovitz called the meeting to order at 6:31 p.m. in the Board Room of the David P. Meaney Education Center, Sacramento County Office of Education, 10474 Mather Boulevard, Mather, California. Board members present were Joanne Ahola, Al Brown, Heather Davis, Harold Fong, Paul Keefer, Bina Lefkovitz, and Karina Talamantes. Also present were David Gordon, Superintendent and Secretary to the Board; Al Rogers, Deputy Superintendent; Teresa Stinson, General Counsel; Tammy Sanchez, Associate Superintendent; Nancy Herota and Matt Perry, Assistant Superintendents; Coleen Johnson, Chief Administrator-Human Resources; Michael Kast, Executive Director of Special Education; Jerry Jones, Executive Director of Technology; Tim Herrera, Director of Communications; and Rachel Perry, Executive Director of C-SAPA; other staff and visitors; and Carla Miller, Superintendent/Board Liaison.

II. Mr. Keefer led the Pledge of Allegiance.

III. On a motion by Mr. Brown and seconded by Ms. Ahola, the minutes of the Regular Board Meeting of November 12, 2019 were approved. Motion carried unanimously (7 ayes).

IV. Ms. Davis moved to adopt the agenda. Mr. Fong seconded the motion, which carried unanimously (7 ayes).

V. There was no official correspondence.

VI.A. Christine Robinson, SCOE Personnel Commissioner, addressed the Board regarding her resignation and to thank and say good-bye to everyone. Acknowledged former and present personnel staff, Board Liaisons, Superintendent Gordon, and co-commissioners.

VI.B. There were no requests for presentations from employee organizations.

VII.A. Tyler Shea, A/V Support Specialist, Technology Services, was recognized and honored as the classified employee of the month for January.

Jennifer Leeper and Lisa Saenz, Teachers, CARE Program, were recognized and honored as the certificated employees of the month for January.

Superintendent Gordon reported on the following:
• Thanked Dr. Al Rogers for all that he’s done here at SCOE. As you all know by now, starting January 1, Al will be the new superintendent for the Merced City School District. The Merced City School District is a K-8 district of 11,575 students consisting of 14 elementary schools and 4 middle schools. We, at SCOE, will miss Al greatly. He joined us in December 2016 and quickly established himself as a creative collaborator with the ability to develop and oversee innovative projects. Some of SCOE’s major initiatives that blossomed under Al’s guidance include our Differentiated Assistance and LCAP work, the establishment of our Family and Community Engagement initiative, the SCOE Website Redesign, the expansion of our professional learning Menu of Services, the growth of our adult education function, and personal recognition of the employees of the month. One of the things Al implemented was how we informed our employees who were nominated for employee of the month. SCOE used to make a phone call or simply mail a letter of congratulations, but Al did not want to continue that way. He felt there should be a personal touch to recognize these employees prior to them arriving at DPMEC for the Board meeting. He began to visit the employee(s) at their work location to congratulate and acknowledge how much their work is respected and valued. This is one of many qualities that will make him an extremely successful superintendent in Merced. He is personally very sorry to lose Al from SCOE, but at the same time, we need good superintendents in the state of California. We have a thousand districts and Al will oversee almost 12,000 young people who will need to move forward and be successful. He wishes Al well and knows he will check in and let us know how he is doing. Additionally, he will offer whatever help, support and mentoring that Al may need. He thanked Al for his service and expressed how much he will be missed.

• State Superintendent of Public Instruction Tony Thurmond announced the appointment of Lisa Constancio as Deputy Superintendent of the Operations and Administration Branch of CDE. The branch oversees the apportionment of state and federal resources to local educational agencies (LEAs); assistance to LEAs for fiscal and business aspects of public schools; school facilities and transportation; and CDE budget, accounting, information systems, and personnel services. Constancio is the former director of the School Fiscal Services Division and the Charter Schools Division.

• Stephanie Farland is the new CDE Director of the Charter Schools Division. She was Executive Director and Founder of Collaborative Solutions for Charter Authorizers, a private consulting firm that assists school districts and county offices of education in their work as charter school authors. She is a former history and government teacher at Hiram Johnson High School.
• On Sunday, December 8, SCOE was very well represented at the California International Marathon. He had never been to the marathon before. We had a total of 37 employees participate in the annual event. We had several running and walking relay teams AND we had several employees who ran the entire 26.2 miles! He congratulated everyone who participated, and he especially wanted to thank Executive Assistant Jeaneen Avery for organizing the teams.

• Announced that today the Sacramento County Coalition received an award for its efforts in youth marijuana use prevention and underage drinking in Sacramento County. The Coalition is led by SCOE and supported by the Sacramento County Department of Health Services. At the Sacramento County Alcohol and Drug Advisory Board Meeting, the Coalition received the HC Award which is presented annually to individuals in the community for outstanding and overarching contributions to the alcohol, tobacco, and other drug prevention and treatment fields. This is the first time the award is going to a coalition rather than an organization. Congratulations to our Prevention and Early Intervention Team!

• Please join us tomorrow at the SCOE Conference Center as we host our Annual Sacramento County Academic Bowl. We will have teams from Hickey, Gerber, Leo A. Palmiter, North Area, and our Senior Extension Program. This year’s topic: Sustainable Transportation for the 21st Century. We will have distinguished guest judges: Judge Davis and Judge Lefkovitz will be presiding among others. The event is from 11:30 a.m. to 2:00 p.m. For details, please see Matt Perry.

• Tomorrow morning, we will host our annual Winter Warm-Up in the Mather Room. The employee event is from 8:00 a.m. to 9:30 a.m. He would like to thank everyone that planned it and to those that donated toys for the Sheriff’s Toy Drive and clothing drive for Sly Park students. We will also have our annual ugly sweater contest. He does not have one.

• We are getting great responses from attendees to our Family and Community Engagement Summits. On November 6, we explored family engagement frameworks that provide evidence-based strategies. Thanks to Shela Seaton and Cathy Morrison for presenting. On November 1, we featured author, speaker, and family engagement expert Dr. Steve Constantino and was outstanding. Our spring summit is scheduled for Friday, March 27, 2020. Thanks to Dr. Rogers for spearheading that effort.

• Last month – on November 2 – we hosted a Youth Engagement Summit, at the SCOE Conference Center. We had nearly 70 students from across the county join us, including students from our Senior Extension Program, and Palmiter. We had student facilitated panel discussions on the
Census, Voter Education, and Student Mental Health Support. Students are working in teams to develop action plans they will unveil on April 25, 2020. Thanks to Frank Pisi, who you will hear from later and other members of our SCOE team who helped organize the event. We had wonderful support from community people. The new county registrar of voters came for a panel in the morning and ended up staying for the whole day. This coming month, January, they will be posting the voting machines and materials in high schools for registrations for the 16 and 17 year olds. The Anthony Kennedy Library and Learning Center in the Federal Courthouse, they will have an exhibit there in February to allow all students to see the voting process in action.

- Thanks to all SCOE staff who brought frozen turkeys for the frozen turkey drive. We collected 14 frozen turkeys and more than $300 in cash donations, which bought a lot of frozen turkeys. On November 22, thanks to the hard work and generosity of our North Area Community School staff, students and their families received donated turkeys, side dishes, and pies during the holiday food drive. We thank all the local businesses who contributed.

- Thanks to everyone who joined us on October 30 for our annual Golden Spoon Bake-Off, sponsored by our Employee Events Team. The event raised nearly $180 in donations for the Special Education Student Body Fund.

- On November 14, we hosted the second in our series of Social and Emotional Learning Community of Practice sessions. Thanks to Brent Malicote and Chris Williams for their leadership. These sessions involved teams of educators helping participants from our districts lead SEL integration in their schools and offer a collaborative space for professional learning around SEL.

- On Thursday, December 19, a week from this Thursday, our Community School graduation ceremony will be from noon to 2:00 p.m. at the SCOE Conference Center.

- Finally, he is proud to announce that he has been appointed as an Ex Officio member of the First 5 Sacramento Commission. He looks forward to continuing the work with the Commission.

- Wished everyone a very happy, healthy, holiday season and a healthy prosperous new year as well. Thank you for being the great people that you are.

VIII.A. Ms. Talamantes moved and Mr. Brown seconded adoption of the consent agenda. Motion carried unanimously (7 ayes). By such action, the Board:
1. Accepted report on Personnel Transactions
2. Awarded diplomas to Court and Community School Students
3. Declared equipment listed as Surplus Property and Authorization to dispose of equipment Pursuant to Education Code (Technology)
4. Accepted donation to the Special Education Language, Speech, and Hearing Program

Dr. Matt Perry, Assistant Superintendent, announced that the following students will be awarded a diploma: Dimond Gerterued Glaze, Valleesha Matthews, Karina Ramirez, and Ileecia Saul from Elinor Lincoln Hickey Jr./Sr. High School; and Natasha Paola Alfaro-Herrera, Yaretzi Bravo, William Hernandez, Caiden Salih Hollins, Bryan Pinedo, Arriana S. Robinson, Layleny Rosete, David Schmidt, and Kevin Shane Sturgeon from Gerber Jr./Sr. High School.

VIII.B. Mr. Keefer moved and Ms. Davis seconded approval of the contract as listed. Motion to approve the contracts carried unanimously (7 ayes).

VIII.C. On a motion by Mr. Brown, seconded by Mr. Keefer and carried unanimously (7 ayes), the Board authorized staff to submit grant applications/service contracts and accept funding if awarded; and approved contracts, positions, and other expenditures associated with the grants as outlined in the proposed budgets as follows:

1. $257,700 WorkAbility I grant from the California Department of Education for the 2019-2020 fiscal year

VIII.D. Approval of 2019-2020 – Budget Revision No. 1

Budget Committee Chair Heather Davis provided a report on the budget and moved to approve item VIII.D. – 2019-2020 Budget Revision No. 1 and item VIII.E. – First Interim Financial Report for the 2019-2020 Fiscal Year. This is coming from the Budget Committee and therefore does not require a second. Motion carried unanimously (7 ayes).

VIII.E. Approval of First Interim Financial Report for the 2019-2020 Fiscal Year – see Item VIII.D. above.

VIII.F. Chair Joanne Ahola, on behalf of the Policy Committee, moved to adopt the revisions to Board Bylaw 8510 (Renumbered 9310) – Policy and Administrative Regulation Development. No second required. Motion carried unanimously (7 ayes).

VIII.G. Chair Ahola, on behalf of the Policy Committee, moved to approve the Elimination of the Following Bylaws and Policies:

- BB 8520 – Revision of Bylaws, Policies, and Administrative Regulations
- BP 2010 – Formulation of Administrative Regulations
- BP 2300 – Regional Programs
- BP 6163.1 – Provision of Instructional and Support Services and Materials
Motion carried unanimously (7 ayes).

VIII.H. An informational item on the Elimination of Administrative Rules and Regulations 2010 – Formulation of Administrative Regulations was provided in the Board packet.

VIII.I. An informational item on the Elimination of Administrative Rules and Regulations 2300 – Regional Programs was provided in the Board packet.

VIII.J. Dr. Nancy Herota, Assistant Superintendent, introduced Director Frank Pisi, who provided a report on History-Social Science/Civic Education to the Board.

IX.A. Ms. Ahola reported there are two major takeaways from the CSBA conference. She attended two sessions on school funding. CSBA has an initiative on Full and Fair Funding that was for the 2020 ballot but have rescinded that at this point and not planning on doing it right now; will try for 2022 or 2024. She also attended a session that was presented by Fremont Unified School District regarding their adopted curriculum to align with the state standards for sex education. This is a controversial topic in some communities with a lot of misinformation. Fremont discussed their experiences, including what they did wrong and how they fixed it. After the session, she wondered if there can be a space for our county office to provide some guidance on best practices for approaching sex education curriculum because it can be a sensitive topic for some communities. She is so excited for Dr. Rogers to be taking on superintendent work in Merced and really looking forward to seeing the amazing things he does for the community because she knows the population will benefit from his service. Congratulations to you.

Ms. Davis – no report.

Mr. Fong wished trustees, superintendent, and staff Happy Holidays. He asked about a possible new resolution for our Board to get a model to close the achievement gap next year. Additionally, a possible resolution for the CTA’s Schools and Communities First initiative that will be on the ballot for 2020.

Mr. Keefer reported he attended a CSBA session on SEL, echoing the work we do, and the disturbing news out of Yuba City with the 12-year-old child that committed suicide under the nose of public employees – it’s very important work. When he looks deeper into the statistics of our children, their depression and anxiety levels, as much as we want to talk about all the other academics, this will help close the achievement gap, if we take this to heart. He thanked SCOE and all the great people here who are bringing it to the attention of the community and have his full support. He thanked Dr. Rogers for all his great work. Dr. Rogers helped direct him into education over twenty years ago, when they met at Cyril Spinelli Elementary. He thanked Dr. Rogers for helping him. He wished Dr. Rogers the very best.

Mr. Brown echoed Trustee Keefer’s comments about Dr. Rogers. We are very proud of you and wish you all the best. He suggested looking at the Equal Justice Initiative. It is
very informative. Bryan Stevenson was a Yale graduate in law school and started this project. Merry Christmas!

President Lefkovitz added if anyone is interested, there is a YouTube video of the Equal Justice Initiative work that she can email Carla and share it with the Board members.

Ms. Talamantes reported there will be two different educational initiatives on the ballot in 2020. The first one is the California for Safe Schools and Health Learning in March 2020, which is Prop 13. In November 2020, there will be Schools and Communities First, which is Prop 13 reform. She is concerned this will confuse the voters this upcoming year. She had a great time at CSBA with colleagues Joanne, Paul, and Bina. One of the things emphasized heavily was educational equity. She would like to have a workshop as a Board to craft our definition of what educational equity means to us. She had a chance to meet Edward James Olmos from Stand and Deliver. On Thanksgiving, while watching the Macy Thanksgiving Day Parade she saw the SCOE FACE Summit was airing as well. Happy Holidays to everyone and she is looking forward to 2020.

IX.B. President Lefkovitz also enjoys the Macy’s Thanksgiving Parade. Her favorite CSBA session was about the African American achievement gap. It was a report called, Equity in Action. It was a project with Napa COE, Compton SD, and Pittsburg SD and they were engaged by the California Association of African American Superintendents and Administrators and collectively work together in a learning community and looked at data, root causes, and each developed different strategies and started to document the work. It was very inspiring. She did go to several equity sessions as well. She thought all the sessions were excellent. The other session she attended was on equity, the rigor, relevance, and relationship paradigm people talked about decades ago, and added cultural identity as the fourth part of that. She had a chance to attend a community college training today. One of the workshops was on Teacher Education and the need to have more teachers. They gave everyone a sticker, which she was wearing, and brought some for the Board.

Superintendent Gordon distributed Board Communications.

President Lefkovitz wished Happy Holidays to the Board and team. She hopes everyone has a little rest before the New Year starts. She thanked everyone for all the work you do to make our students better citizens and better at school. She provided the following quote by Maya Angelou, “The more you know of your history, the more liberated you are.”

IX.C. There were no committee reports.

X.A. There was no distribution of the December/January Events item.

X.B. There was no distribution of the December/January Site Visits item.

XI. Schedule for Future Board Meetings:
A. January 14, 2020 – Mental Health
B. February 4, 2020 – Governor’s Budget and Legislation
C. February 18, 2020 – Revised Local Accountability Model

XII. Ms. Talamantes moved to adjourn the meeting. Mr. Keefer seconded the motion, which carried unanimously (7 ayes). The meeting adjourned at 8:45 p.m.

Respectfully submitted,

David W. Gordon
Secretary to the Board

Date approved:
CLASSIFIED

Rachel Unterbrink, Multimedia Design Specialist, was nominated by Kasia Faughn, Program Manager, for her contributions to the overall success of the Student Assessment and Program Accountability (C-SAPA) of the Sacramento County Office of Education (SCOE). Rachel Unterbrink is a reliable, knowledgeable, creative, and talented graphic artist. Not only is she well-versed in current trends and best practices of graphic design and accessibility, but she has a versatile skillset that has allowed her to support various projects with great success. In every visual branding project and task assigned, Ms. Unterbrink contributes to the success of the Assessment Validity and Outreach contract with the California Department of Education. In addition to her daily tasks, Ms. Unterbrink is collaborating with various departments on a SCOE-wide infographic project. Rachel Unterbrink has been a SCOE employee since June 2017.

CERTIFICATED

Rachel Remner, Alternative Education Teacher, was nominated by Principal Barbara Modlin, for her contributions to the overall success of the Court and Community School Program at El Centro Jr./Sr. High School. Rachel Remner teaches all academic subjects in a self-contained classroom serving the academic needs of incarcerated youth in grades 9–12 grades. Ms. Remner is kind, caring, and truly committed to helping incarcerated youth. She holds herself to the highest standard and is constantly seeking strategies to meet the needs of a diverse and ever-changing student population within juvenile hall. Ms. Remner is successful in educating our students who historically struggle to engage in school by making unique connections with her students, which leads to improved educational experiences and outcomes. Rachel Remner has been an employee of the SCOE since September 2005.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended that the Board approve commendation of the individuals named as Sacramento County Office of Education Classified and Certificated Employees of the Month for February 2020 and that the Board present Certificates of Recognition to these employees.
## REGULAR APPOINTMENTS

<table>
<thead>
<tr>
<th>Group (Mgmt/Cert/Class)</th>
<th>Dept./Program</th>
<th>Name</th>
<th>Status</th>
<th>Classification</th>
<th>Location</th>
<th>Effective Date</th>
<th>Salary Placement</th>
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<tbody>
<tr>
<td>Management</td>
<td>C-SAPA</td>
<td>Murray, Paul</td>
<td>Promotion</td>
<td>Project Specialist II, Assessment, Research &amp; Evaluation 8 h/d 5 d/w 234.2 d/y PC# 200018</td>
<td>C-SAPA</td>
<td>12/04/19</td>
<td>MT-29</td>
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<tr>
<td>Certificated</td>
<td>Special Education</td>
<td>Cordero, Jr., Moises</td>
<td>Prob. 0</td>
<td>Teacher, SH 8 h/d 5 d/w 185 d/y PC# 000754</td>
<td>Rio Linda High School</td>
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<td>Foote, Amy</td>
<td>Prob.</td>
<td>Accounting Technician 8 h/d 5 d/w 244 d/y PC# 000779</td>
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<td>C-SAPA</td>
<td>Revis, Erica</td>
<td>Prob.</td>
<td>Staff Secretary 8 h/d 5 d/w 244 d/y PC# 200021</td>
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<td>Promotion</td>
<td>Staff Secretary 8 h/d 5 d/w 244 d/y PC# 200020</td>
<td>Prevention &amp; Early Learning</td>
<td>12/04/19</td>
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## TRANSFERS

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<th>From/To</th>
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<td>Accounting Technician</td>
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<td>12/02/19</td>
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<td>Special Education</td>
<td>Ruiz, Olivia</td>
<td>Para Educator – SH</td>
<td>Vernon Greer to Jessie Baker</td>
<td>11/07/19</td>
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<td>Special Education</td>
<td>Simmons, Valerie</td>
<td>Para Educator – SH</td>
<td>Jessie Baker to Sunrise Elementary</td>
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<td>Special Education</td>
<td>Sinclair, Debra</td>
<td>Para Educator – SH</td>
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## EXTRA ASSIGNMENTS

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<td>Special Education</td>
<td>Williams, Abigail</td>
<td>Program Specialist</td>
<td>Itinerant/Special Education Programs</td>
<td>12/17/19 – 01/16/20, 6 additional days</td>
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## SEPARATIONS

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<th>Type</th>
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<th>Reason for Leaving</th>
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<td>Alexander, Joseph</td>
<td>Director, CNTS</td>
<td>CNTS/DPMEC</td>
<td>12/31/19</td>
<td>Resignation</td>
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<td>Reller, Carol J.</td>
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<td>Yeagley, Dale</td>
<td>Accounting Technician</td>
<td>Business Services, Cy Young Building</td>
<td>01/01/20</td>
<td>Resignation</td>
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</table>

## Recap

<table>
<thead>
<tr>
<th></th>
<th>Management</th>
<th>Certificated</th>
<th>Classified</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Regular Appointments</td>
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<td>1</td>
<td>3</td>
<td>5</td>
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<td>Transfers</td>
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<td>4</td>
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<td>Extra Assignments</td>
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<td>Separations</td>
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<td>1</td>
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<td><strong>TOTAL</strong></td>
<td><strong>2</strong></td>
<td><strong>3</strong></td>
<td><strong>9</strong></td>
<td><strong>14</strong></td>
</tr>
</tbody>
</table>
BACKGROUND:

The following students are scheduled to graduate from each of their respective schools and they have completed all requirements for high school graduation:

**El Centro Jr./Sr. High School**
- 2 Candidates

**Elinor Lincoln Hickey Jr./Sr. High School**
- Luis Tadeo Martinez
- Aisha Motley
- Cesar Ramirez
- Dymin Stingley

**Gerber Jr./Sr. High School**
- Jennifer Irene Valle Amador
- Edward Corice Dennings
- Bryce R. Neal
- Quiana Lakia Chasity Noble
- Moises Issac Ramirez Ribota

**North Area Community School**
- Jabree Fisher-Hankins
- Joseph Mills
- Shakirah Aquirah Morgan
- Abigale Renae Williams

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends the Board approve the issuance of a high school diploma to the students listed above who have completed all requirements for graduation.

VIII.A.2.1.
The Classified Leadership Development (CLD) Steering Committee was created to provide ongoing professional development to the Sacramento County Office of Education’s (SCOE) classified managers. In a survey of SCOE leadership, one of the topics identified requiring further training was communication. Contractor will facilitate two three-hour workshops entitled “Having Hard Conversations” as part of the CLD Series.

New Dates of Service: 04/02/20

Source of Funds: General Support

RECAP

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>6,500.00</td>
</tr>
</tbody>
</table>

TOTAL $6,500.00
Grant/Contract Proposal Abstract

Title of Grant/Contract: Career Technical Education Incentive Grant

Department/Director: CTE/CRANE/Dr. Matt Perry

Funding Source: California Department of Education, College and Career Transition Division

Amount Requested: $222,990

Fiscal Year(s): 2019-2020

Program Description:
The California Career Technical Education Incentive Grant (CTEIG) is a state education, economic, and workforce development initiative with the goal of providing students with the knowledge and skills necessary to transition to employment and post-secondary education. For this application, the Sacramento County Office of Education (SCOE) has formed a consortium with Galt Joint Union Elementary School District (GJUESD). The work will include development of a pilot career exploration program at El Centro Jr./Sr. High School, and expansion of career exploration for GJUESD students in grades 7 and 8.

New Positions:
None

Subcontracts:
None

Evaluation Component:
Progress and expenditure reports will be submitted to the California Department of Education at the end of the term. SCOE will submit outcomes identified in the implementation plan.

Detailed Budget Attached
# SACRAMENTO COUNTY OFFICE OF EDUCATION

## Budget for Grant/Contract for Services

<table>
<thead>
<tr>
<th>Cash Match Total (if applicable)</th>
<th>466,685</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source of Funds for Cash Match</td>
<td>SCOE, Galt JUED</td>
</tr>
</tbody>
</table>

**Funds (check boxes that apply)**

- District/Foundation
- Local
- State [✓]
- Federal
- New Grant
- Continuing Grant

**Grant Title:** Career Technical Education Incentive Grant

**Contact Person/Dept./Phone #:** Louise Stymeist - Career Technical Education - 916-228-2347

**Fiscal Year:** 2019-2020

### Category

<table>
<thead>
<tr>
<th>Category</th>
<th>Grant Authorized Budget</th>
<th>Cash Match/In-Kind Amount</th>
<th>Total Grant Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries - Certificated (FTE): 1.00</td>
<td>56,810</td>
<td>288,690</td>
<td>345,500</td>
</tr>
<tr>
<td>Salaries - Classified (FTE): 0.20</td>
<td>16,551</td>
<td>12,256</td>
<td>28,807</td>
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<td>Temporary Employees</td>
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<td></td>
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<td>Employee Benefits</td>
<td>28,379</td>
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<td>Books and Supplies</td>
<td>10,000</td>
<td>59,761</td>
<td>69,761</td>
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<tr>
<td>Travel and Conference</td>
<td>50,000</td>
<td>2,500</td>
<td>52,500</td>
</tr>
<tr>
<td>Subcontracts Not Subject to Indirect</td>
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<tr>
<td>Subcontracts Subject to Indirect</td>
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<td></td>
<td>0</td>
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<tr>
<td>Other Services / Operating Expenses</td>
<td></td>
<td></td>
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<tr>
<td>Communications (postage/phones)</td>
<td></td>
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<tr>
<td>Printing Services</td>
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<td></td>
<td>0</td>
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<tr>
<td>Indirect % 8.90</td>
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<tr>
<td>Other:</td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

**Totals**

- $222,990
- $466,685
- $689,675

### Positions included:

<table>
<thead>
<tr>
<th>Title</th>
<th>FTE</th>
<th>Range/Step</th>
<th>Grant Authorized Amount</th>
<th>Cash Match/In-Kind Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Exploration Teacher (El Centro)</td>
<td>1.00</td>
<td></td>
<td>56,810</td>
<td>288,690</td>
</tr>
<tr>
<td>CTEIG Project Specialist</td>
<td>0.20</td>
<td></td>
<td>16,551</td>
<td>12,256</td>
</tr>
</tbody>
</table>

**Totals**

- 1.20
- $73,361
- $300,946

---

Revised 07/15

Initials of Grants Financial Staff: [Signature]

Date: [Signature]

VIII.C.2.
Title of Grant/Contract: Statewide Non-Profit Private School Professional Development (SNPSPD)

Department/Director: Center for Student Assessment & Program Accountability/Dr. Nancy Herota

Funding Source: California Department of Education (CDE)

Amount Requested: $1,671,637

Fiscal Year(s): 2019-2020, 2020-2021

Program Description:
The purpose of the SNPSPD contract is to provide consistent, high-quality professional development for California non-profit, private school teachers and administrators, as identified through collaboration with CDE and any necessary advisory groups. Sacramento County Office of Education (SCOE) staff will assure equitable access statewide for professional development, integration of technology where appropriate, and implementation of a professional development plan.

New Positions:
None

Subcontracts:
- Staff Development for Educators in the amount of $653,000 to provide workshops on brain-based learning, standards-based assessment, differentiated instruction, and two regional multi-topic conferences
- Speakers in the amount of $22,400 to give keynote addresses at two regional conferences
- Professional development services in the amount of $71,795 to be provided by subcontractors with expertise in relevant content areas
- California State Teach in the amount of $28,850 to provide support for the teacher induction program

Evaluation Component:
SCOE staff will compile and report on feedback obtained from participants in the professional development workshops. They will also provide to CDE quarterly and end-of-year reports, data files, and reports from professional development, Website development and maintenance, and ongoing administration of grant deliverables. This project will be measured and evaluated by successful completion of deliverables as described in the contract.

Detailed Budgets Attached
### SACRAMENTO COUNTY OFFICE OF EDUCATION

**Budget for Grant/Contract for Services**

<table>
<thead>
<tr>
<th>Category</th>
<th>Grant Authorized Budget</th>
<th>Cash Match/In-Kind Amount</th>
<th>Total Grant Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries - Certificated (FTE):</td>
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<td>11,225</td>
<td>11,225</td>
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<tr>
<td>Salaries - Classified (FTE):</td>
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<td>56,535</td>
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<tr>
<td>Temporary Employees</td>
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<td>22,500</td>
<td>22,500</td>
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<tr>
<td>Employee Benefits</td>
<td></td>
<td>28,210</td>
<td>28,210</td>
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<tr>
<td>Books and Supplies</td>
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<td>22,292</td>
<td>22,292</td>
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<tr>
<td>Travel and Conference</td>
<td></td>
<td>13,000</td>
<td>13,000</td>
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<tr>
<td>Subcontracts Not Subject to Indirect</td>
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<td>Subcontracts Subject to Indirect</td>
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<tr>
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<td><strong>Totals</strong></td>
<td>$565,055</td>
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#### Positions included:

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<th>FTE</th>
<th>Range/Step</th>
<th>Grant Authorized Amount</th>
<th>Cash Match/In-Kind Amount</th>
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<tr>
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<td>Project Specialist II</td>
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<td>M29</td>
<td>52,106</td>
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<tr>
<td>Program Analyst</td>
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<td>4,429</td>
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**Totals**

<table>
<thead>
<tr>
<th></th>
<th>FTE</th>
<th></th>
<th>Grant Authorized Amount</th>
<th>Cash Match/In-Kind Amount</th>
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Grant Title: Statewide Non-Profit Private School Professional Development (SNFSPD)
Contact Person/Dept./Phone #: Rachel Perry/2669
Fiscal Year: 2019-2020

Revised 07/15

VIII.C.2.2.
SACRAMENTO COUNTY OFFICE OF EDUCATION
Budget for Grant/Contract for Services

Cash Match Total
(if applicable)

Source of Funds for
Cash Match

Funds (check boxes that apply)
- District/Foundation
- Local
- State
- Federal
- New Grant
- Continuing Grant

Grant Title: Statewide Non-Profit Private School Professional Development (SNPSPD)
Contact Person/Dept./Phone #: Rachel Perry/2669
Fiscal Year: 2020-2021

<table>
<thead>
<tr>
<th>Category</th>
<th>Grant Authorized Budget</th>
<th>Cash Match/In-Kind Amount</th>
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<tr>
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<td>Subcontracts Subject to Indirect</td>
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<td>Other Services / Operating Expenses</td>
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<tr>
<td>Printing Services</td>
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<td>4,000</td>
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</tr>
<tr>
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<tr>
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<th>Range/Step</th>
<th>Grant Authorized Amount</th>
<th>Cash Match/In-Kind Amount</th>
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</thead>
<tbody>
<tr>
<td>Director</td>
<td>0.08</td>
<td>M43</td>
<td>11,506</td>
<td></td>
</tr>
<tr>
<td>Project Specialist II</td>
<td>0.50</td>
<td>M29</td>
<td>53,409</td>
<td></td>
</tr>
<tr>
<td>Program Analyst</td>
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<td>36B</td>
<td>4,539</td>
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<td>Total Positions</td>
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</table>

Revised 07/15

Initials of Grants Financial Staff:

Date: 12/4/19

VIII.C.2.3.
BACKGROUND:

The State Controller requires the annual audit of the County Office's financial records by an independent audit firm.

A representative from James Marta & Company, LLP will present the June 30, 2019 Audit Report. The Audit Report is provided under separate cover.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends acceptance of the audit report for the year ended June 30, 2019.
<table>
<thead>
<tr>
<th>Subject:</th>
<th>Proposed Board Meeting Dates for 2020-2021</th>
<th>Agenda Item No.:</th>
<th>VIII.E.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enclosures:</td>
<td></td>
<td>Enclosures:</td>
<td>1</td>
</tr>
<tr>
<td>Reason:</td>
<td>Discussion/Action</td>
<td>From:</td>
<td>David W. Gordon</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Prepared By:</td>
<td>Carla Miller</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Board Meeting Date:</td>
<td>01/14/20</td>
</tr>
</tbody>
</table>

**BACKGROUND:**

Attached, for Board consideration, is a proposed list of Board meeting dates for the 2020-2021 school year. Election dates, Spring Breaks, and CSBA Annual Conference dates (when available) have been taken into consideration.

**SUPERINTENDENT’S RECOMMENDATION:**

The Superintendent recommends that the Board approve the proposed meeting dates for 2020-2021.
Sacramento County Board of Education

**PROPOSED** Meeting Schedule for 2020-2021

<table>
<thead>
<tr>
<th>2020 – 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 14, 2020 *</td>
</tr>
<tr>
<td>August 11, 2020 *</td>
</tr>
<tr>
<td>September 1, 2020</td>
</tr>
<tr>
<td>September 15, 2020</td>
</tr>
<tr>
<td>October 6, 2020</td>
</tr>
<tr>
<td>October 20, 2020</td>
</tr>
<tr>
<td>November 17, 2020</td>
</tr>
<tr>
<td>December 8, 2020</td>
</tr>
<tr>
<td>January 12, 2021</td>
</tr>
<tr>
<td>February 2, 2021</td>
</tr>
<tr>
<td>February 16, 2021</td>
</tr>
<tr>
<td>March 2, 2021</td>
</tr>
<tr>
<td>March 16, 2021</td>
</tr>
<tr>
<td>April 9, 2021 (Friday)</td>
</tr>
<tr>
<td>April 20, 2021</td>
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<tr>
<td>May 4, 2021</td>
</tr>
<tr>
<td>May 11, 2021</td>
</tr>
<tr>
<td>June 8, 2021</td>
</tr>
<tr>
<td>June 22, 2021</td>
</tr>
<tr>
<td>July 13, 2021</td>
</tr>
<tr>
<td>August 10, 2021</td>
</tr>
</tbody>
</table>

*Approved 01/15/19*
### BACKGROUND:

Per Board Bylaw 8261 (attached), County Board Members are authorized to claim necessary travel expenses incurred while attending a national, state, or local school board association sponsored function. This authorization includes other education-related meetings that are pertinent to the mission and goals of the Sacramento County Office of Education except that out-of-state travel to said functions must be approved by the County Board of Education in advance.

Trustee Brown is requesting approval to attend the 50th Annual Capitol-to-Capitol Conference from April 25-April 29, 2020 in Washington, DC.

### SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board consider and decide upon Trustee Brown’s request to be reimbursed for his expenses to attend the 50th Annual Capitol-to-Capitol Conference in Washington, DC.
County Board Members are authorized to claim necessary travel expenses incurred while attending a national, state or local school board association sponsored function.

This authorization includes other education-related meetings that are pertinent to the mission and goals of the Sacramento County Office of Education except that out-of-state travel to said functions must be approved by the County Board of Education in advance.
BACKGROUND:

Several facility projects are scheduled for the 2020-2021 through 2023-2024 school years. These projects include safety upgrades, site work, relocation and repair of portables, remodeling/upgrading building interiors and exteriors, ADA review and compliance upgrades, deferred maintenance, and energy efficiency upgrades. Sites on the deferred maintenance schedule are as follows:

Leo A. Palmiter Jr./Sr. High School, Elinor Lincoln Hickey, and North Area Community Schools
Projects will include replacement of roofing systems, HVAC units, and flooring; upgrading fencing, gates, and lighting; repairing parking lots, plumbing systems, and building interiors and exteriors; painting building interiors and exteriors; re-configuring office and classroom space for increased security.

Mather Administration Buildings
Projects will include replacement of roofing and HVAC systems, and upgrading parking lots and exterior lighting.

Mather Technical Training Shops, Offices, Warehouse, Sacramento Community Based Coalition (SCBC), and Support Services
Projects will include replacing HVAC, plumbing, and electrical systems; upgrading restrooms, flooring, exterior and interior lighting systems, parking lot, and site access; reconfiguring interior space for improved shop and warehouse use; removal of surplused portables, and relocation and repair of existing portable(s); repairing and painting building interiors and exteriors.

Sly Park Outdoor Education Center
Projects will include replacing roofs, stairs, ramps, sidewalks, windows, HVAC, electrical, plumbing, and structural support systems; upgrading restrooms for ADA compliance; painting building interiors and exteriors; reconfiguring cafeteria space; and replacing serving line and storage equipment.

Architectural and engineering services will be needed to assist in determining best options for the required repairs and upgrades, to develop construction documents, and to ensure
construction documents are in adherence with the laws and codes required by federal, state, local, and fire district agencies. Staff have developed a list of qualified architectural firms with successful school experience through a Request for Qualifications process.

These projects will be undertaken after using a formal bid process. Upon Board authorization, staff will advertise and seek bids. At a future Board meeting, staff will provide a recommendation to award the contract for the work to the lowest responsible/responsive bidder.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends the Board authorize staff to conduct business as required to complete the deferred maintenance and modernization projects, including obtaining all required federal, state, and local approvals, hiring architects, and seeking public bids for the work.
BACKGROUND:

Millions of California students attend school in rundown, obsolete, unsafe, unhealthy facilities which pose obstacles to learning and overall well-being. Proposition 13, the California Public Preschool, K-12 and College Health and Safety Bond, will invest $15 billion to address this crisis, making California children safer and our school buildings healthy, safe, and conducive to learning.

The Sacramento County Office of Education (SCOE) has approximately $8 million in facility needs which could be partially funded by State matching funds authorized by state bonds. This bond will provide for renovation and upgrade of existing classrooms, construction of new classrooms to accommodate growth; and Career Technical Education facilities to provide job training to meet the trained workforce needs of California’s employers.

The Board is requested to adopt Resolution No. 20-01 – In support of Proposition 13 Public Preschool, K-12, and College Health and Safety Bond Act of 2020.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board adopt Resolution No. 20-01 in Support of Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020.
WHEREAS, the Sacramento County Office of Education has approximately $8 million in facility needs which could be partially funded by State matching funds authorized by state bonds; and

WHEREAS, Proposition 13 on the March 3, 2020 ballot, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020, will provide for renovation and upgrade of existing classrooms, construction of new classrooms to accommodate growth; and

WHEREAS, Proposition 13 will provide Career Technical Education facilities to provide job training to meet the trained workforce needs of California’s employers; and

WHEREAS, Proposition 13 will ensure clean drinking water through testing and remediation of lead levels in water at school sites; and

WHEREAS, Proposition 13 will provide disaster assistance for students and teachers; and

WHEREAS, Proposition 13 will provide school facility assistance for students and teachers in all school districts, including small school districts; and

WHEREAS, Proposition 13 will provide additional funding for energy efficiency, earthquake safety, removal of hazardous materials, and more;

WHEREAS, the California unemployment rate is greater than the national unemployment rate; and

WHEREAS, 17,000 middle class jobs are created for each $1 billion in school facility infrastructure investment; and

WHEREAS, Proposition 13 will provide a combined $18 billion in state and local funded elementary and high school projects; and

WHEREAS, these 306,000 jobs will be created throughout California and will include most building trades; and
WHEREAS, quality 21st Century school facilities designed for today’s and tomorrow’s students will result in enhanced academic achievement and further the State’s academic goals; and

WHEREAS, Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020, will not raise State taxes; and

WHEREAS, state matching funds will reduce the need for additional local property taxes for school facilities; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education supports Proposition 13 - Public Preschool, K-12, and College Health and Safety Bond Act of 2020.

PASSED AND ADOPTED by the Sacramento County Board of Education on January 14, 2020.

AYES

NOES

ABSENT

ABSTAIN

______________________________  ________________________________
Bina Lefkovitz, Board President  David. W. Gordon, Board Secretary
BACKGROUND:

Attached are proposed revisions to Board Policy 1312.3 – Uniform Complaint Procedures. All proposed revisions are indicated by strikeouts and bold underlined additions.

A brief summary of the rationale and basis for the proposed revisions follows:

- Policy changes are proposed to reflect recent changes to the law and CDE requirements.

The Policy Committee reviewed Board Policy 1312.3 – Uniform Complaint Procedures on December 10, 2019 and recommended that the revised policy be presented to the Board for First Reading.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent concurs with the recommendation of the Policy Committee that Board Policy 1312.3 – Uniform Complaint Procedures be submitted to the Board of Education for First Reading.
The Sacramento County Office of Education (SCOE) has primary responsibility for ensuring that it complies with state and federal laws and regulations governing educational programs. SCOE shall investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, retaliation or bullying in SCOE educational programs in accordance with SCOE’s Uniform Complaint Procedures.

Uniform Complaint Procedures shall also be used to address complaints alleging that SCOE has violated federal or state laws or regulations governing academic or educational programs, including:

- accommodations for pregnant and parenting pupils;
- after school education and safety programs;
- agricultural career technical education;
- the prohibition against charging pupil fees for participation in educational activities;
- the requirements for the development and adoption of a school safety plan;
- the requirements for Local Control and Accountability Plans;
- adult education;
- career technical education and training programs (Career Technical and Technical Education, Career Technical, Technical Training [state] and Career Technical Education [federal]);
- consolidated categorical aid programs;
- migrant education;
- child care and development programs;
- child nutrition programs;
- special education programs;
- compensatory education;
- course periods without educational content;
- education of pupils in foster care;
- credit and graduation requirements for pupils who are homeless, former and current juvenile court school pupils, and children of military families, pupils who are migratory children, and pupils participating in a newcomer program;
- Every Student Succeeds Act/No Child Left Behind;
- physical education and instructional minutes;
- reasonable accommodations to a lactating pupil; and
- tobacco use and prevention education.
- regional occupational centers and programs;
- school plans for pupil achievement;
• schoolsite councils;
• state preschool; and
• state preschool health and safety issues.

The Superintendent or designee may utilize the Uniform Complaint Procedures as appropriate to address other concerns or complaints received regarding the operation of SCOE that would not otherwise fall within the parameters of this policy.

Complaints shall be submitted in writing in accordance with Uniform Complaint Procedures set forth in ARR 1312.3.

The Board prohibits any form of retaliation for the filing of a complaint, the reporting of instances of discrimination, or for participating in the complaint procedures. Such participation shall not in any way affect the status, grades, or work assignments of the complainant. To the fullest possible extent, SCOE personnel shall ensure that complainants are protected from retaliation.

Complaints shall be investigated in a manner that protects the confidentiality of the parties to the extent possible and maintains the integrity of the process. The identity of the complainant will be kept confidential as appropriate when investigating allegations of discrimination, harassment, intimidation, retaliation or bullying.

The Board encourages the early, informal resolution of complaints at the site level whenever possible. Furthermore, the Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with Uniform Complaint Procedures, whenever all parties to a complaint agree to try resolving their issues through mediation, the Sacramento County Superintendent of Schools (Superintendent) or designee shall initiate a mediation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

Annually, Uniform Complaint Procedures shall be disseminated to all pupils, employees, parents and/or guardians, school councils, advisory councils, and other interested parties and shall include information regarding allegations about discrimination, harassment, intimidation and bullying.
The Williams Uniform Complaint Procedures, ARR 1312.4, shall be used to investigate and resolve any complaint related to the following:

- Sufficiency of textbooks or instructional material;
- Emergency or urgent facilities conditions that pose a threat to the health or safety of pupils or staff;
- Teacher vacancies and misassignments.

Legal References:

EDUCATION CODE
200-262.4 Educational equity
222 Reasonable accommodations; lactating student pupils
8200-8498 Child Care and Development Services Act
8482-8484.65 After school education and safety
8500-8538 Adult education
32280-32289 Noncompliance with school safety plan requirements of the No Child Left Behind Act
35186 Complaints concerning deficiencies related to instructional materials, emergency or urgent facilities conditions, teacher vacancy or misassignments
46015 Pregnant and parenting pupils: accommodation rights
48645.7 Juvenile court school pupils, diploma and continued education options
48985 Notices to parents in language other than English
49010-49011 Pupil fees
51210 Course of study grades 1-6; noncompliance complaints
51223 Physical education, elementary schools
51225.1-51225.2 Foster youth, and homeless children, former juvenile court school pupils, children of military families, pupils who are migratory child, and pupils participating in a newcomer program; course credits; graduation requirements
51226-51226.1 Career technical education (federal)
51228.1-51228.3 Course periods without educational content
52075 Complaint for lack of compliance with local control and accountability plans
52300-52490 Career technical education (state)
52460-52462 Agricultural career technical education
52500-52616.24 Adult schools
52800-52870 School-based program coordination
UNIFORM COMPLAINT PROCEDURES

54000-54529 Disadvantaged Youth Program
5446000-54425 Compensatory education programs
54440-54445 Migrant education
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process—School plans for pupil achievement

HEALTH AND SAFETY CODE
1596.7925 Regulations for state preschool programs

GOVERNMENT CODE
11135 Discrimination
12900-12996 Fair Employment and Housing Act

PENAL CODE
422.55 Hate crime definition
422.6 Crimes and penalties—Interference with constitutional right or privilege

TITLE 20, UNITED STATES CODE
1681-1688 Title IX of the Education Amendments of 1972
6301-6577 Improving the academic achievement of the disadvantaged
6601-6777 Preparing, training, and recruiting high quality teachers and principals
6801-7014 Language instruction for limited English proficient and immigrant pupils
7104-7184 Safe and Drug Free Schools and Communities Act
7201-7283(g) Promoting informed parental choice and innovative programs
7301-7372 Flexibility and accountability

TITLE 5, CALIFORNIA CODE OF REGULATIONS
3080 Procedural safeguard general provisions
4600-4687 Uniform Complaint Procedures
4414 Standards for pupil eligibility
4900-4965 Nondiscrimination and educational equity

03/09/95 Draft
05/02/95 First Reading
05/23/95 Second Reading and Approval
03/04/03 Draft Revisions
03/12/03 Reviewed by Legal Counsel
03/18/03 Reviewed by Policy Committee

VIII.I.5.
UNIFORM COMPLAINT PROCEDURES

BP 1312.3

04/01/03  First Reading
04/15/03  Second Reading and Approval
04/16/03  Distribution
02/23/05  First Reading
03/23/05  Second Reading and Approval
04/18/07  Policy Committee
04/25/07  First Reading
05/09/07  Second Reading and Approval
02/03/09  Review by Policy Committee
03/17/09  Review by Policy Committee
04/07/09  First Reading
04/21/09  Second Reading and Adoption (formerly BP 1322)
04/24/09  Distribution
05/07/13  Review by Policy Committee
06/04/13  First Reading
06/18/13  Second Reading and Adoption
07/01/13  Distribution
06/10/14  Reviewed by Policy Committee
06/24/14  First Reading
07/15/14  Second Reading and Adoption
07/16/14  Distribution
10/04/16  Reviewed by Policy Committee
11/15/16  First Reading
12/13/16  Second Reading and Adoption
12/14/16  Distribution
04/17/18  Reviewed by Policy Committee
06/12/18  First Reading
06/26/18  Second Reading and Adoption
06/29/18  Distribution
12/10/19  Reviewed by Policy Committee
01/14/20  First Reading
BACKGROUND:

Attached are proposed revisions to Board Policy 6174 – Education for English Learners. All proposed revisions are indicated by strikeouts and bold underlined additions.

A brief summary of the rationale and basis for the proposed revisions follows:

- Policy changes are proposed to reflect Current legal requirements and CDE guidance.

The Policy Committee reviewed Board Policy 6174 – Education for English Learners on December 10, 2019 and recommended that the revised policy be presented to the Board for First Reading.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent concurs with the recommendation of the Policy Committee that Board Policy 6174 – Education for English Learners be submitted to the Board of Education for First Reading.
The Sacramento County Office of Education (SCOE) will provide English learners with challenging curriculum and instruction that maximizes the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate pupil achievement in SCOE's regular course of study.

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

No middle or high school pupil who is an English learner shall be denied enrollment in any of the following:

1. Courses in the core curriculum areas of reading/language arts, mathematics, science, and history-social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion.

   However, an English learner may be denied participation in any such course if the pupil has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant pupils, and the course of study provided to the pupil is designed to remedy academic deficits incurred during participation and to enable the pupil to attain parity of participation in the standard instructional program within a reasonable length of time after the pupil enters the school system.

2. A full course load of courses specified in item #1 above.

3. Other courses that meet the "a-g" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the pupil's classification as an English learner.

SCOE shall identify in its local control and accountability plan (LCAP) goals and specific actions and services to enhance pupil engagement, academic achievement, and other outcomes for English learners.
The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners.

Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency using the state’s English Language Proficiency Assessments for California (ELPAC). To oversee test administration, the Superintendent or designee shall annually designate a SCOE ELPAC coordinator and a site coordinator for each test site in accordance with the California Code of regulations (5 C.C.R. 11518.40-11518.45).

Once identified as an English learner, a pupil shall be annually assessed for language proficiency until the pupil is reclassified based on criteria specified in the accompanying administrative regulation.

In addition, English learners’ academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Pupil Performance and Progress. As necessary, the test shall be administered with testing variations, as permitted by law. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law.

Language Acquisition Programs

SCOE shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to pupils on the state-adopted academic content standards, including the English language development standards.

At a minimum, SCOE shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for pupils who are learning English.
For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

In establishing SCOE’s language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. The Superintendent or designee shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program.

At the beginning of each school year or upon a pupil's enrollment, parents/guardians shall be provided information on the language acquisition programs available to pupils enrolled in SCOE, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program.

Whenever a pupil is identified as an English learner based on the results of the ELPAC, the pupil's parents/guardians may choose a language acquisition program that best suits their child. To the extent possible, any language acquisition program requested by the parents/guardians of 30 or more pupils at the school or by the parents/guardians of 20 or more pupils at any grade level shall be offered by the school.

Transfer from Program

When an English learner is determined based on state and SCOE reclassification criteria to have acquired a reasonable level of English proficiency pursuant to law, the pupil shall be transferred out of the language acquisition program.

Parents or guardians of English learners may opt their children out of participating in a language acquisition program, or particular services within that program.

Program Evaluation

The Superintendent shall annually evaluate the effectiveness of SCOE’s educational program for English learners.
Sacramento County Office of Education (SCOE) instructional programs shall provide English learners with a challenging core curriculum and instruction that develop proficiency in English as rapidly and effectively as possible in order to assist student in accessing the full educational program and achieving academic standards.

SCOE’s English learner program shall be based on sound instructional theory and shall be adequately supported so that English learners, enrolled in Juvenile Court School, Community School, and Special Education programs, can achieve results at the same academic level as their English-proficient peers.

To ensure that SCOE is using sound methods that effectively serve the instructional needs of English learners, the Superintendent or designee shall annually examine program results, including reports of the student academic achievement, their progress towards proficiency in English, and the progress of student who have been redesignated as fluent English proficient. The Superintendent shall ensure that schools compile data for English learners in order to help determine program effectiveness.

SCOE staff are encouraged to exchange information with districts and other county offices of education about programs, options and strategies for English learners that succeed under various demographic conditions.

The Superintendent or designee shall maintain procedures, which provide for the identification, assessment, and placement of English learners and for their reclassification.

As required by Education Code section 305, student who are identified as English learners with “less than reasonable fluency” shall be placed in a structured English immersion program, not normally intended to exceed one year. Nearly all of the classroom instruction in SCOE’s structured English immersion program shall be in English, with curriculum, including core content, presentation, clarification, explanation and support designed for student who are learning English. Student will also receive English language development instruction to help them develop English proficiency.

An English learner shall cease to receive structured English immersion instruction when the student has acquired “reasonable fluency” as measured by any of the state-designated assessments approved by the California Department of Education (e.g., CELDT) and locally-designated assessments.
English learners who score at a “reasonable fluency” shall be placed in an English language mainstream setting. Student will be taught English language development and other core subjects based on grade-level standards. Student shall receive any additional instruction needed for them to be reclassified as fluent English proficient.

English learners who are placed in alternative programs, pursuant to the granting of a parental waiver request under Education Code sections 310 and 311, will receive English language development instruction and core subjects taught through their primary language. Student will receive any additional instruction needed for them to be reclassified as fluent English proficient.

When requested by a parent or guardian, or by order of the court or IEP team determination, an English learner with less than reasonable fluency shall be placed in an English language mainstream classroom.

All programs for English learners shall include English language development and teaching strategies used to help each student reach proficiency in speaking, reading and writing English, and to succeed academically in all core subjects.

Parental Exception Waivers

Parent or guardian requests for waivers from Education Code section 305, or orders of the court or IEP team decisions to that effect, shall be granted in accordance with law and administrative regulation.

The Superintendent shall adopt Administrative Rules and Regulations to carry out this policy.

Legal Reference:

EDUCATION CODE
300-340 English Language Education for Immigrant Children, especially
305-310 Language acquisition programs
313-313.5 Assessment of English proficiency
430-446 English Learner and Immigrant Pupil Federal Conformity Act
33050 State Board of Education waiver authority
42238.02-42238.03 Local control funding formula
44253.15-44253.1140 Certification for bilingual-cross-cultural competence
48985 Notices to parents in language other than English
51101 Rights of parents to information
51101.1 Rights for parents of English learners
52130-52135 Impacted Languages Act of 1984

**52052 Accountability: numerically significant pupil subgroups**

**52060-52077 Local control and accountability plan**

52160-52178 Bilingual Bicultural Act
52164.6 Reclassification criteria
52169 Requirements for establishment of program

52171 Evaluations of student progress
52171.6 Annual report to legislature
52177 Administration of article
52180-52186 The State Bilingual Teacher Training Assistance Program
54000-54028 Programs for disadvantaged children
56305 CDE manual on English learners with disabilities
60603 Definition, recently arrived English learner
60640 California Assessment of Student Performance and Progress
60811-60812 Assessment of English language development
62002.5 Continuation of advisory committee after program sunsets
62000-62005.5 Evaluations and sunsetting of programs

**CODE OF REGULATIONS, TITLE 5**

**854.1-854.3 CAASPP and universal tools, designated supports, and accommodations**

11300-11316 English language learner education
44510-44516 California English Language Development Test

**UNITED STATES CODE, TITLE 20**

1701-1705 Equal Educational Opportunities Act

**CODE OF FEDERAL REGULATIONS, TITLE 34**

**100.3 Discrimination prohibited**

**200.16 Assessment of English learners**
EDUCATION FOR ENGLISH LEARNERS  BP 6174

COURT DECISIONS
Valeria G. v. Wilson, 307 F.3d. 1036 (9th Cir. 2002)  
California Teachers Association, et al. v. State Board of Education, et al., 271 F.3d 1141 (9th Cir. 2001)  
Castañeda v. Pickard, 648 F.2d 989 (5th Cir. 1981)  

05/26/10     Drafted  
06/15/10     Reviewed by Policy Committee  
07/06/10     First Reading  
08/24/10     Second Reading and Adoption  
09/21/10     Distribution  
12/10/19     Reviewed by Policy Committee  
01/14/20     First Reading
BACKGROUND:

Attached is Board Policy 1320 – Complaints Concerning the County Office of Education for proposed elimination.

A brief summary of the rationale and basis for the proposed elimination follows:

- The policy’s subject matter is encompassed within BP 1312.3 – Uniform Complaint Procedures.

The Policy Committee reviewed this Board Policy 1320 – Complaints Concerning the County Office of Education on December 10, 2019 and recommended that the proposed elimination of this policy be presented to the Board for First Reading.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent concurs with the recommendation of the Policy Committee that the proposed elimination of Board Policy 1320 – Complaints Concerning the County Office of Education, be submitted to the Board of Education for First Reading.
It is the policy of the County Board of Education to establish an orderly process for the public to present, discuss, and resolve their concerns regarding the operations of the County Office of Education.

The County Superintendent shall develop Administrative Rules and Regulations for the proper handling of public complaints.

Administrative Rules and Regulations developed for complaints shall be reviewed by the County Board of Education at the time of their development and any subsequent revision.

REFERENCE:

06/06/89
07/11/89 First Reading
07/18/89 Second Reading
07/18/89 Approved
12/16/08 Review by Policy Committee
01/06/09 First Reading
01/20/09 Second Reading and Adoption
02/23/09 Distribution
12/10/19 Reviewed by Policy Committee
01/14/20 First Reading