



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*

SACRAMENTO COUNTY BOARD OF EDUCATION
10474 Mather Boulevard
P.O. Box 269003
Sacramento, California 95826-9003

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.

NOTICE: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Sacramento County Office of Education – Reception Desk, located at 10474 Mather Boulevard, Mather, CA. For more information, please call 916.228.2410.

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

1. Accept Report on Personnel Transactions – Coleen Johnson
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

Agenda – Regular Meeting – January 14, 2020

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- 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 authorizers. 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:

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: February 2020 Employees of the Month	Agenda Item No.: VII.A. Enclosures: 0
Reason: Action	From: David W. Gordon Prepared By: Tim Herrera Board Meeting Date: 01/14/20

BACKGROUND:

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.

SACRAMENTO COUNTY OFFICE OF EDUCATION
PERSONNEL TRANSACTIONS - FOR YOUR INFORMATION

Board Meeting – January 14, 2020

REGULAR APPOINTMENTS

Group (Mgmt/Cert/Class)	Dept./ Program	Name	Status	Classification	Location	Effective Date	Salary Placement
Management	C-SAPA	Murray, Paul	Promotion	Project Specialist II, Assessment, Research & Evaluation 8 h/d 5 d/w 234.2 d/y PC# 200018	C-SAPA	12/04/19	MT-29
		(Through a competitive process, this individual was selected for a new position which increased his salary by more than \$10,000.)					
Certificated	Special Education	Cordero, Jr., Moises	Prob. 0	Teacher, SH 8 h/d 5 d/w 185 d/y PC# 000754	Rio Linda High School	12/09/19	T-I-1
		(Through a competitive process, this individual was selected for a new position which increased his salary by more than \$10,000.)					
Classified	Business Services	Foote, Amy	Prob.	Accounting Technician 8 h/d 5 d/w 244 d/y PC# 000779	Business Services	01/06/20	CL-26-A
Classified	C-SAPA	Revis, Erica	Prob.	Staff Secretary 8 h/d 5 d/w 244 d/y PC# 200021	C-SAPA	12/16/19	CL-23-A
Classified	Prevention & Early Learning	Rugnao, Danielle	Promotion	Staff Secretary 8 h/d 5 d/w 244 d/y PC# 200020	Prevention & Early Learning	12/04/19	CL-23-B

TRANSFERS

Group (Mgmt/Cert/Class)	Dept./ Program	Name	Classification	From/To	Effective Date/ Duration
Classified	Business Services	McKnight, Barbara	Accounting Technician	Payroll to Business Services	12/02/19
Classified	Special Education	Ruiz, Olivia	Para Educator – SH	Vernon Greer to Jessie Baker	11/07/19
Classified	Special Education	Simmons, Valerie	Para Educator – SH	Jessie Baker to Sunrise Elementary	12/06/19
Classified	Special Education	Sinclair, Debra	Para Educator – SH	Jessie Baker to Vernon Greer	12/02/19

EXTRA ASSIGNMENTS

Group (Mgmt/Cert/Class)	Dept./ Program	Name	Classification	Location	Effective Date/ Duration
Certificated	Special Education	Williams, Abigail	Program Specialist	Itinerant/Special Education Programs	12/17/19 – 01/16/20 6 additional days

SEPARATIONS

Group (Mgmt/Cert/Class)	Type	Name	Classification	Location	Effective Date	Reason for Leaving
Management	Technology Services	Alexander, Joseph	Director, CNTS	CNTS/DPMEC	12/31/19	Resignation
Certificated	Special Education	Reller, Carol J.	Language, Speech & Hearing Therapist	Arcohe/Liberty	06/01/20	Retirement
Classified	Technology Services	Bourne, Elizabeth	Technology Support/Trainer	CNTS/DPMEC	12/31/19	Retirement
Classified	Business Services	Yeagley, Dale	Accounting Technician	Business Services, Cy Young Building	01/01/20	Resignation

R E C A P

	Management	Certificated	Classified	Total
Regular Appointments	1	1	3	5
Transfers	0	0	4	4
Extra Assignments	0	1	0	1
Separations	1	1	2	4
TOTAL	2	3	9	14

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Award of Diplomas	Agenda Item No.: VIII.A.2. Enclosures: 0
Reason: Approval	From: David W. Gordon Prepared By: Dr. Matt Perry Board Meeting Date: 01/14/20

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.

SACRAMENTO COUNTY BOARD OF EDUCATION
CONTRACTS FOR COUNTY BOARD OF EDUCATION APPROVAL
January 14, 2020

PERSONNEL

Expenditure

Jennifer B. Abrams

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

\$6,500.00

RECAP

	<u>Expenditure</u>
Personnel	6,500.00
TOTAL	\$6,500.00

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Grant/Contract Proposal Abstract

Agenda Item No.:	VIII.C.1.
Enclosures:	1
Board Meeting Date:	01/14/20

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

Cash Match Total (if applicable)	466,685
Source of Funds for Cash Match	SCOE, Galt JUED

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

<u>Category</u>	<u>Grant Authorized Budget</u>	<u>Cash Match/ In-Kind Amount</u>	<u>Total Grant Budget</u>
Salaries - Certificated (FTE): 1.00	56,810	288,690	345,500
Salaries - Classified (FTE): 0.20	16,551	12,256	28,807
Temporary Employees	0		0
Employee Benefits	28,379	103,478	131,857
Books and Supplies	10,000	59,761	69,761
Travel and Conference	50,000	2,500	52,500
Subcontracts Not Subject to Indirect	46,855		46,855
Subcontracts Subject to Indirect			0
Other Services / Operating Expenses			0
Communications (postage/phones)	0		0
Printing Services			0
Indirect % 8.90	14,395		14,395
Other:	0		0
Totals	\$222,990	\$466,685	\$689,675

Positions included: Title	FTE	Range/Step	Grant Authorized Amount	Cash Match/ In-Kind Amount
Career Exploration Teacher (El Centro)	1.00		56,810	288,690
CTEIG Project Specialist	0.20		16,551	12,256
Totals	1.20		\$73,361	\$300,946

Revised 07/15

Initials of Grants Financial Staff: 

Date: 11/20/19 

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003

Sacramento, CA 95826-9003

Grant/Contract Proposal Abstract

Agenda Item No.: VIII.C.2.

Enclosures: 2

Board Meeting Date: 01/14/20

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

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: 2019-2020

Category	Grant Authorized Budget	Cash Match/ In-Kind Amount	Total Grant Budget
Salaries - Certificated (FTE): 0.08	11,225		11,225
Salaries - Classified (FTE): 0.58	56,535		56,535
Temporary Employees	22,500		22,500
Employee Benefits	28,210		28,210
Books and Supplies	22,292		22,292
Travel and Conference	13,000		13,000
Subcontracts Not Subject to Indirect	159,400		159,400
Subcontracts Subject to Indirect	81,405		81,405
Other Services / Operating Expenses	131,735		131,735
Communications (postage/phones)	2,600		2,600
Printing Services	3,000		3,000
Indirect % 8.90	33,153		33,153
Other:			0
Totals	\$565,055	\$0	\$565,055

Positions included: Title	FTE	Range/Step	Grant Authorized Amount	Cash Match/ In-Kind Amount
Director	0.08	M43	11,225	
Project Specialist II	0.50	M29	52,106	
Program Analyst	0.08	36A	4,429	
Totals	0.66		\$67,760	\$0

Revised 07/15

Initials of Grants Financial Staff: me (MS)

Date: 12/4/19 TS

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

Category	Grant Authorized Budget	Cash Match/ In-Kind Amount	Total Grant Budget
Salaries - Certificated (FTE): 0.08	11,506		11,506
Salaries - Classified (FTE): 0.58	57,948		57,948
Temporary Employees	42,000		42,000
Employee Benefits	34,386		34,386
Books and Supplies	24,309		24,309
Travel and Conference	32,000		32,000
Subcontracts Not Subject to Indirect	443,600		443,600
Subcontracts Subject to Indirect	91,640		91,640
Other Services / Operating Expenses	308,410		308,410
Communications (postage/phones)	2,600		2,600
Printing Services	4,000		4,000
Indirect % 8.90	54,183		54,183
Other:			0
Totals	\$1,106,582	\$0	\$1,106,582

Positions included: Title	FTE	Range/Step	Grant Authorized Amount	Cash Match/ In-Kind Amount
Director	0.08	M43	11,506	
Project Specialist II	0.50	M29	53,409	
Program Analyst	0.08	36B	4,539	
Totals	0.66		\$69,454	\$0

Revised 07/15

Initials of Grants Financial Staff: mc

Date: 12/4/19

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Audit Report for Fiscal Year Ended June 30, 2019	Agenda Item No.: VIII.D. Enclosures: Separate Enclosure
Reason: Acceptance	From: David W. Gordon Prepared By: Tamara Sanchez Board Meeting Date: 01/14/20

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.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003

Sacramento, CA 95826-9003

Subject: Proposed Board Meeting Dates for 2020-2021	Agenda Item No.: VIII.E. Enclosures: 1
Reason: Discussion/Action	From: David W. Gordon Prepared By: Carla Miller Board Meeting Date: 01/14/20

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

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

*Approved 01/15/19

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Out of State Travel – Trustee Brown to Attend the 50 th Annual Capitol-to-Capitol Conference	Agenda Item No.: VIII.F. Enclosures: 1
Reason: Authorization	From: David W. Gordon Prepared By: Carla Miller Board Meeting Date: 01/14/20

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.

8000 - BYLAWS OF THE BOARD

PAYMENT OF EXPENSES INCURRED BY BOARD MEMBERS WHILE ON OFFICIAL BUSINESS

BB 8261

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.

10/31/89	Draft
11/8/89	BPC
11/21/89	First Reading
12/5/89	Second Reading
12/5/89	Approved

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Deferred Maintenance and Modernization Projects	Agenda Item No.: VIII.G. Enclosures: 1
Reason: Authorization for Staff to Complete Necessary Requirements for Deferred Maintenance and Modernization Projects	From: David W. Gordon Prepared By: Tamara Sanchez Board Meeting Date: 01/14/20

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 surplus 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.

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003

Sacramento, CA 95826-9003

Subject: Resolution No. 20-01 – In Support of Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020	Agenda Item No.: VIII.H. Enclosures: 2
Reason: Adoption	From: David W. Gordon Prepared By: Tim Herrera Board Meeting Date: 01/14/20

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.

SACRAMENTO COUNTY BOARD OF EDUCATION

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

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Board Policy 1312.3 – Uniform Complaint Procedures	Agenda Item No.: VIII.I. Enclosures: 5
Reason: First Reading of Board Policy Revisions	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 01/14/20

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.

DRAFT

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES

BP 1312.3

(Page 1 of 5)

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;**

DRAFT

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES

BP 1312.3

(Page 2 of 5)

- 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.

DRAFT

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES

BP 1312.3

(Page 3 of 5)

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

~~18100-18203 School libraries~~

~~**32280-32289 Noncompliance with school** 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

48853-48853.5 Foster youth

48985 Notices to parents in language other than English

49010-49011 Pupil fees

49060-49079 Pupil records

49069.5 Timely preparation and transfer of pupil records

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~~

DRAFT

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES

BP 1312.3

(Page 4 of 5)

~~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-~~6577-6576~~ Improving the academic achievement of the disadvantaged

~~6601-6777 Preparing, training, and recruiting high quality teachers and principals~~

6801-~~7014~~ 6874 Language instruction for limited English proficient and immigrant pupils

~~7101-7184 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

DRAFT

1000 – COMMUNITY RELATIONS

UNIFORM COMPLAINT PROCEDURES

BP 1312.3

(Page 5 of 5)

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

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Revisions to Board Policy 6174 – Education for English Learners	Agenda Item No.: VIII.J. Enclosures: 7
Reason: First Reading of Board Policy Revisions	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 01/14/20

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.

DRAFT

6000 – INSTRUCTION

EDUCATION FOR ENGLISH LEARNERS

BP 6174

(Page 1 of 7)

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.

DRAFT

6000 – INSTRUCTION

EDUCATION FOR ENGLISH LEARNERS

BP 6174

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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.

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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.

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~~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.~~

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~~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

44253.15-44253.11140-Certification for bilingual-cross-cultural competence

48985 Notices to parents in language other than English

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~~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 sunseting 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~~

~~11510-11516 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

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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)~~

~~McLaughlin v. State Board of Education, 75 Cal.App.4th 196 (1999)~~

~~Teresa P., et al. v. Berkeley Unified School District, et al., 724 F.Supp. 698 (1989)~~

~~Gastañeda 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

SACRAMENTO COUNTY BOARD OF EDUCATION

10474 Mather Boulevard, P.O. Box 269003
Sacramento, CA 95826-9003

Subject: Elimination of Board Policy 1320 – Complaints Concerning the County Office of Education	Agenda Item No.: VIII.K. Enclosures: 1
Reason: First Reading and Proposed Elimination	From: Policy Committee Prepared By: Teresa Stinson Board Meeting Date: 01/14/20

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.

1000 – COMMUNITY RELATIONS

COMPLAINTS CONCERNING THE COUNTY OFFICE OF EDUCATION **BP 1320** (Page 1 of 1)

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
<u>12/10/19</u>	<u>Reviewed by Policy Committee</u>
<u>01/14/20</u>	<u>First Reading</u>