

SOLANO COUNTY BOARD OF EDUCATION

**MINUTES**  
**Regular Meeting**  
**January 13, 2010**

The Solano County Board of Education met in regular session on Wednesday, January 13, 2010, at 5100 Business Center Drive in Fairfield, California.

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG**

Board President Larry Asera called the meeting to order at 6:05 PM. Dee Alarcón, Solano County Superintendent of Schools, led those present in the Pledge of Allegiance to the flag.

**II. ROLL CALL**

Members Present

Larry Asera, President  
Rozzana Verder-Aliga, Ed.D., Vice President  
Mayrene Bates  
Doug Ford  
John Galvan  
Maria Kennedy  
Raymond Silva  
Dee Alarcón, Secretary

Mr. Asera noted that a quorum was present as was Mrs. Alarcón, serving as Secretary to the Board.

Others Present:

County Superintendent of Schools Office –

Lettie Allen	Janet Harden	Ken Scarberry
Lisette Estrella-Henderson	Sandy Austin	Adriana Brignone-Forshay
Jay Speck	Sheldon Reber	Ann Williams
Laryn Bishop		

Jay Yerkes, Vacaville Unified School District Governing Board  
Steven Wescoatt, Perry-Smith, LLP  
Robert Bloom, Solano County Workforce Investment Board  
Mike Wilson, Rockridge Partners  
Other members of the community

**III. APPROVAL AND ADOPTION OF AGENDA**

Motion was made by Mrs. Bates, seconded by Ms. Kennedy, and unanimously carried by those present to approve and adopt the agenda as presented.

**IV. CONSENT ITEMS**

Motion was made by Mr. Galvan, seconded by Mr. Ford, and carried unanimously by a roll call vote of those present to approve the items on the consent calendar consisting of the topics listed below:

- (a) Minutes of the regular meetings held November 18 and December 9, 2009
- (b) 2009-10 Budget Revision 5 (Attachment A)
- (c) Gifts and donations received for which the County Superintendent will write letters of appreciation (Attachment B)

## **V. CORRESPONDENCE**

Mrs. Alarcón presented three items of correspondence: (1) thank you card from Laryn Bishop, Administrative Services Manager, and Monica Ross, Executive Assistant, for the lovely holiday poinsettias; (2) thank you card from Katherine Brannon, former member of the Vacaville Unified School District Governing Board, for presenting her with a certificate of recognition when her term ended; (3) photograph sent by Jose Briseño, former member of the Solano County Board of Education, of his baby granddaughter.

## **VI. SUPERINTENDENT'S REPORT**

### **(a) 2008-09 Audit Report**

Lettie Allen, Associate Superintendent of Administrative Services and Operations, introduced Steve Wescoatt of Perry-Smith, LLP, the organization that conducted SCOE's 2008-09 audit. He explained that the audit process involves an assessment of three primary areas: financial statements, internal accounting practices, and state and federal compliance.

The audit found that SCOE's financial statements fairly represent its fiscal position, there were no unusual transactions or significant accounting policies found, and SCOE is operating its programs in compliance with federal and state regulations.

There was one significant audit adjustment noted that affected all county offices of education and most districts. When the state budget was enacted after the end of the 2008-09 fiscal year, the state deferred payments that were promised to the districts and COEs. Revenue must be recognized in the year it is received, so the deferral forced the districts and COEs to make an adjustment. SCOE did nothing wrong, but the state changed the rules after the year was over, and SCOE had no control over it or any advance warning to plan for it. The payment has been made in the current 2009-10 year, so the situation will even out at the end of this year.

Page 41 of the audit report distributed to the Board last week indicates financial trends and analysis and gauges SCOE's financial stability. SCOE is stable and maintaining reserves above the required amounts. The fact that there were no findings or recommendations in the three areas examined speaks to the quality of the business staff at SCOE. The auditors found SCOE's staff very helpful and serious about their jobs, and management's approach to estimation processes was reasonable. The auditors find this conduct typical of SCOE. Mrs. Allen said SCOE's audit report was submitted to the state in December, and she thanked Sandy Austin, Director of Internal Business Services, for the great job and excellent teamwork.

### **(b) Workforce Investment Board Update**

Per the Board's request at its regular meeting on November 18, 2009, Robert Bloom, Executive Director of the Solano County Workforce Investment Board (WIB), distributed and presented information about the WIB organization. He stated that Mrs. Alarcón is an active member of the WIB Board of Directors appointed by the County Board of Supervisors and does a great job of representing education.

WIB is a part of the U.S. Department of Labor charged with implementing its initiatives in every community of the nation for the past 10 years. Mr. Bloom talked about the history, funding, purpose, and target customers. It is a private nonprofit organization that undertakes special projects such as administering specific grant programs to veterans, youth, and dislocated workers who meet certain eligibility requirements. WIB is a one-stop career center that offers vocational training and work readiness skills. It boasts 22 education, training, and employment partners and has locations in Fairfield and Vallejo that serve about 12,000 clients, but the numbers are growing due to the current economic climate. Recently, WIB has been inundated with jobseekers, mostly from the middle class, who have never been unemployed before. WIB received some American Recovery and Reinvestment Act (ARRA) stimulus funds and is

expanding its services and hiring additional staff to lead skill sharpening workshops and occupational skills instruction in needed fields including green technology. Its summer youth employment program served about 400 youth in 2009, and it is hoped that the legislature will approve continuing the program in 2010.

Some of WIB's challenges are: filling the positions of the aging workforce; today's youth may look different than employer expectations; the needs of special populations such as parolees, veterans, and the disabled; and the need to expand partnerships with the education community. Receipt of a grant from the state is providing the resources to identify the industries in our county that are expected to grow, jobs and worker skill sets that will be involved, training opportunities available in our region, and training pathways that will be needed to fill those positions. Mr. Bloom would like to come back and share the publication being created from this study. Solano Community College (SCC) also received a grant and started a Green Council with which WIB hopes to join forces. Courses at SCC are scheduled to begin in February to train construction workers in green jobs. There is pressure to turn out workers quickly.

In response to questions from the Board, Mr. Bloom shared that approximately 70-80% of those enrolled in WIB's programs have met the performance standards for job placement. Job retention and wage placements are also tracked for six months to one year after employment.

(c) Rockridge Partners, Community Website

Janet Harden, Senior Director of Career Technical Education (CTE)/Workforce Development, introduced Mike Wilson of Rockridge Partners who presented information about a new and emerging website developed to link educators with business partners. Mr. Wilson said that the intent of the website is to connect what students need with industries that can fill those needs such as providing mentors, job shadowing opportunities, guest speakers, classroom volunteers, supplies, etc. He distributed a handout showing how the Business 2 Education Connect website ([www.b2econnect.com](http://www.b2econnect.com)) helps educators with a high need for help interface with businesses and other institutions that have the needed resources.

Rockridge Partners is currently working with the Fairfield-Suisun Chamber of Commerce asking business members to fill out profiles including their interests and abilities so they can be matched with an educational need. To date, all employers have been happy to participate and enjoy the benefit of creating goodwill in the community. As the website and partnerships progress, Mr. Wilson would like to return to convey the program's successes to the Board.

(d) Blue Ribbon Committee Recognition

Ken Scarberry, Director of Youth Development Services, reported on the Teacher of the Year Blue Ribbon Committee (BRC) for 2010. He introduced Jay Yerkes, member of the Vacaville Unified School District Governing Board and longtime advocate of education. Mr. Yerkes was valedictorian of Vanden High School, a decathlete champion, and a founding member of the Vacaville Public Education Foundation. He has won the Ambassador Award from the Vacaville Chamber of Commerce and is married to a teacher. He has served for the past four years as a mentor and interviewer of the County Teacher of the Year (TOY) candidates. The Board acknowledged Mr. Yerkes for his years of commitment to education and participation on the BRC. He was presented with a crystal apple like those he has given to the TOYs through the years. Mr. Yerkes thanked the Board for honoring him and said he is happy to serve on the BRC where he can help recognize the quality educators in our county.

(e) North Bay Region Academic Decathlon Report

Mr. Scarberry distributed information containing statistics about the regional and state Academic Decathlon activities and seeking volunteers for this year's regional event scheduled for consecutive Saturdays on January 30 and February 6, 2010. The North Bay Region Academic

Decathlon is the largest regional competition and encompasses six counties (Mendocino, Marin, Napa, Solano, Sonoma, and Yolo). This year's event will include 225 high school students on 23 teams from 15 high schools. The help of over 100 volunteers is needed for each day of the Decathlon, and the Board members are encouraged to especially participate in the awards ceremony where more than 375 awards will be presented.

Mr. Asera called a recess at 7:10 PM in order to conduct a scheduled expulsion appeal. The meeting reconvened at 8:28 PM.

(f) Annual Report to the Community Calendar

Copies of SCOE's Annual Report Calendar were distributed to the Board members. This item was tabled until the next regular meeting.

(g) Financial Report

This item was tabled until the next regular meeting. Copies of the financial report for December 2009-10 were distributed, and Mrs. Alarcón stated that questions could be directed to Mrs. Allen.

(h) Human Resources Report

This item was tabled until the next regular meeting.

(i) Temporary Certificates

Temporary certificates for credential applicants approved by the County Superintendent were noted. Year to date totals are also included on a separate chart. (Attachment C)

(j) Meetings/Special Dates

Activity calendars for January and February were distributed. Board members were encouraged to participate in these upcoming events and asked to provide timely RSVPs to Monica Ross, Executive Assistant (399-4403, [mross@solanocoe.net](mailto:mross@solanocoe.net)).

- January 18, 2010 – Martin Luther King, Jr., Day Observed – SCOE Offices Closed
- January 23, 2010 – Mark's Growing Center Crab Feed
- January 28, 2010 – Solano EDC Annual Luncheon Meeting
- January 30 and February 6, 2010 – North Bay Region Academic Decathlon

The members also received information about the next dinner meeting of the Solano County School Boards Association (SCSBA) to be held Monday, February 1, 2010, at 5:30 PM at SCOE. Elections for new SCSBA officers are scheduled. Mr. Ford informed the group that he plans to seek the presidency. To register, RSVP to Mrs. Ross or Ms. Bishop by January 22<sup>nd</sup>. Additionally, a copy of the 2009-10 Solano County Public Schools Directory was recently mailed to each member's home.

Mrs. Alarcón's recent activities included: conducting a presentation for the GO Solano group along with Assistant Superintendent of Educational Services Lisette Estrella-Henderson about education funding and dropout rates in the county and how the GO Solano group might be able to help; attending the retirement reception for Mrs. Allen's former executive assistant Janene Ramos; and visiting the classroom of Solano County Teacher of the Year Bud Donaldson at Liberty High School in Benicia.

Mrs. Alarcón stated that employee donations to the Contra Costa/Solano Food Bank during the holidays totaled \$589 which will purchase \$3,500 worth of food to feed the hungry. She also reported that the State Board of Education had approved the Dixon Montessori Charter School's charter appeal, and the school is planning to open in the fall of 2010. Dixon USD

Superintendent Roger Halberg and Associate Superintendent of Student Programs and Educational Services Rob Phillips attended the hearing in Sacramento to testify and represent the district and SCOE.

## **VII. COMMENTS FROM THE COMMUNITY**

There were no comments from the community.

## **VIII. BOARD DISCUSSION**

### **(a) Board Member Reports**

Board members were given an opportunity to make a brief report on their recent activities including visits to any of SCOE's program sites.

Mrs. Bates attended fundraisers for several nonprofit organizations, delivered books donated by the Rotary Club to Fairview Elementary School, visited Catherine Renardson's special education class at Armijo High School, conducted interviews of appointees to military academies from Congressman Mike Thompson's district, and distributed flyers about a play being performed in Fairfield entitled The 25<sup>th</sup> Annual Putnam County Spelling Bee in which she has a role.

Mr. Asera thanks all who attended the December reception at his new business office on Mare Island.

### **(b) Suggestions on future Board agenda items**

- Workforce Investment Board (WIB) – Ms. Kennedy felt tonight's presentation was very interesting and would like Mr. Bloom to return for another report in the future.

Mr. Galvan suggested trying to keep the agenda light when there is an expulsion appeal and/or scheduling appeals to occur prior to the regular meeting.

## **IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:43 PM.

Attachments: (A) Budget Revision 5  
(B) Donations  
(C) Temporary Certificates

*Signature on file*

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Dee Alarcón, Secretary  
Solano County Board of Education

**GENERAL FUND**

			Certificated Salaries	Classified Salaries	Employee Benefits	Books and Supplies	Other Operating	Sites, Bldgs, Equipment	Other Outgo	Fund Balance
Program	Resource	Revenue	1000	2000	3000	4000	5000	6000	7000	Difference
Unrestricted (local; revenue limit adj)	0000	(96,482)					33,347			(129,829)
Career Technical Education (local)	0635	1,282				1,160			122	
Juvenile Court Schools (revenue limit)	2410	(365)								(365)
Community Schools (revenue limit)	2420	(229)								(229)
Title I, Part A (adj alloc)	3010	(598)					(541)		(57)	
Title I, Part D (adj alloc)	3025	(39,778)					(35,992)		(3,786)	
Title IV Safe & Drug Free Schools (adj alloc)	3710	1,164				1,053			111	
Title II, Teacher Quality (adj alloc)	4035	555					497		58	
ROP Training & Certification (c/o)	6355						3,619		381	(4,000)
Special Education (local)	6500	3,280	2,930		350					
Workability I (adj alloc)	6520	1,000					905		95	
CECC Consortium (California Education Computer Consortium) (adj contract amount)	9025	(1,601)					(23,223)			21,622
Medi-Cal Admin Activities (MAA) (correct c/o)	9280	(100)					(14,665)			14,565
<b>Total</b>		<b>(131,872)</b>	<b>2,930</b>		<b>350</b>	<b>2,213</b>	<b>(36,053)</b>		<b>(3,076)</b>	<b>(98,236)</b>

**Donations to Solano County Office of Education  
December 2009**

Vacuum cleaner valued at \$100 donated by Tom Matthews, owner of All in One Vacuum Center, Fairfield, to the special education program at Sem Yeto Continuation High School.

**TEMPORARY CERTIFICATES**

<u>Name</u>	<u>District</u>	<u>Credential</u>
Edward Palor	Vallejo	Emergency CLAD
Patricia Mispagel	Fairfield-Suisun	Emergency Substitute Permit
Sarah Hutchinson	Travis	CBEST Substitute/Waiver
Christina Monette	Travis	CBEST Substitute/Waiver
Roberto Gibraltarik	Benicia	Single Subject/Spanish
Lisa Grover	Fairfield-Suisun	Supplementary Authorization/ Introductory English
James Seder, Jr.	Fairfield-Suisun	Single Subject/Business/Limited Assignment
Barbara Guzzo	Fairfield-Suisun	Multiple Subject/CLAD
Jerry Johnson	Vallejo	Education Specialist/Early Childhood Education Provisional Intern Permit (added authorization)
Mary Eckhoff	Travis	Administrative Services
George Long	Vallejo	Emergency CLAD
George Long	Vallejo	Driver Ed & Training/Waiver
Lucius McKelvy	Vallejo	Administrative Services
Luna Pagalan	Vallejo	School Nurse Services
Colleen O'Neal-Anderson	Vallejo	Administrative Services
Katherine Catanzarite	Vallejo	Emergency CLAD
Marcia Lewis	Fairfield-Suisun	Education Specialist/Moderate-Severe/ Short-Term Staff Permit
Stephanie Bundenthal	Fairfield-Suisun	Multiple Subject
Juli Robbins	Vallejo	Administrative Services
Tamiyka White	Vallejo	CBEST Substitute/Waiver
Cynthia Giovinco	Vallejo	School Nurse Services
Esther Oani	Vallejo	Child Development Associate Teacher Permit
John Molumby	Fairfield-Suisun	Single Subject/Math/CLAD
Janette Schnurr	Fairfield-Suisun	Single Subject/Art
James Treleaven	Fairfield-Suisun	Single Subject/Foundation-Level Math/ Short-Term Staff Permit
Denise Hawke	Vallejo	Administrative Services

## Temporary County Certificates Issued December 2009

District	<i>Full Credential/ Auth.</i>	<i>Intern Cred.</i>	<i>Prov. Intern Permit</i>	<i>Short- Term Staff Permit</i>	<i>Emergency Permit</i>	<i>Waiver</i>	<i>Emergency Sub</i>	<i>Child Dev. Permit</i>
Benicia	1							
SCOE								
Dixon								
Fairfield- Suisun	6			2			1	
Travis	1					2		
Vacaville								
Vallejo	6		1		3	2		1
MIT Academy								
Private/ NPS								
Solano College								
Solano County								
<b>Totals</b>	<b>14</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>1</b>

**2009 TOTAL  
Temporary County Certificates Issued**

District	<i>Full Credential/ Auth.</i>	<i>Intern Cred.</i>	<i>Prov. Intern Permit</i>	<i>Short- Term Staff Permit</i>	<i>Emergency Permit</i>	<i>Waiver</i>	<i>Emergency Sub</i>	<i>Child Dev. Permit</i>
Benicia	33			4	3	1	4	
SCOE	15	1	3	5	1	6	2	
Dixon	6			2	1		20	
Fairfield- Suisun	110	5	3	13	32	21	23	
Travis	7			1		12	6	
Vacaville	35	1		2	2	15	11	
Vallejo	70	1	4	12	54	17	35	9
MIT Academy	4			1				
Private/ NPS								
Solano College								4
Solano County	5						1	
<b>Totals</b>	<b>285</b>	<b>8</b>	<b>10</b>	<b>40</b>	<b>93</b>	<b>72</b>	<b>102</b>	<b>13</b>