

SOLANO COUNTY BOARD OF EDUCATION

**Regular Meeting**  
**Wednesday, December 12, 2012**  
**6:00 PM**  
**Boardroom**  
**5100 Business Center Drive**  
**Fairfield, California**

**AGENDA**

*The Solano County Office of Education (SCOE) does not discriminate against persons with disabilities and is an accessible facility. Persons with disabilities who wish to attend this meeting and require assistance in order to participate should contact the Administrative Services Manager at (707) 399-4402 at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility. Language translation services and American Sign Language (ASL) interpreters will be provided with a minimum notice of three business days prior to the meeting.*

*Non-confidential materials related to an item on this agenda that were submitted to the Board after distribution of the agenda packet are available for public inspection during normal business hours in the County Superintendent of Schools' office, 2<sup>nd</sup> floor, 5100 Business Center Drive in Fairfield.*

*Members of the public wishing to address any item listed on the agenda must submit a Request to Speak form to the Secretary of the Board (Superintendent) before the Board considers the specific item. Request to Speak forms are available on the table at the meeting room entrance. Please see the Comments from the Community section below for addressing items not listed on the agenda.*

*Posting or distribution of banners, leaflets, handouts, or other media or communications, which serve to promote or discourage specific points of view, are prohibited inside the meeting room.*

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

II. ROLL CALL

Rozzana Verder-Aliga, Ed.D., President  
Doug Ford, Vice President  
Larry Asera  
Mayrene Bates  
Michelle Coleman  
John Galvan  
Raymond Silva  
Jay Speck, Secretary

III. APPROVAL AND ADOPTION OF AGENDA

IV. ELECTION OF OFFICERS

(a) President

The gavel will be passed to the newly elected president of the County Board of Education, and the out-going president will be recognized.

**Action:** Elect a Board president to serve in 2013.

(b) Vice President

**Action:** Elect a vice president of the Board to serve in 2013.

(c) Solano County School Boards' Association (SCSBA) Representative

**Action:** Elect a representative to serve on the SCSBA Executive Board in 2013.

## V. CONSENT ITEMS

*All matters listed under the Consent Items are considered to be routine and will be enacted by the Board in one motion. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar. (Roll Call Vote)*

(a) Approval and Adoption of Minutes

**Action:** Consider approval of the minutes of the regular meeting of August 8, 2012, and the special meeting/annual study session held on August 22, 2012. *(Tabled from prior meeting)*

(b) 2012-13 Budget Revision

SCOE Budget Revision #3 is presented for Board approval. This revision to the County School Service Fund adjusts revenues and expenditures for categorical programs and County Office of Education Programs. Attachment A

**Action:** Consider adopting the 2012-13 Budget Revision #3.

(c) School Board Recognition Month

In recognition of the important functions of elected and appointed school board members whose responsibility it is to serve the children of our communities and lead our districts through complex and demanding challenges to the best of their abilities, January has been declared School Board Recognition Month, and proposed Resolution No. B12-13-15 is attached for the Board's consideration. Attachment B

**Action:** Consider adopting Resolution No. B12-13-15.

## VI. CORRESPONDENCE

## VII. SUPERINTENDENT'S REPORT

(a) Human Resources Report

Janet Harden, Assistant Superintendent of Human Resources and Workforce Development, will report on routine personnel matters.

(b) Financial Report

Lettie Allen, Associate Superintendent of Administrative Services and Operations, will present the financial report ending November 15, 2012; provide an update on SCOE facilities projects; give an update on district financial matters; and review the First Interim Report.

(c) Temporary Certificates

Temporary certificates approved by the County Superintendent are listed on Attachment C.

(d) Meetings/Special Dates

December 24-27, 2012 (Monday – Thursday)

- Winter Holidays – SCOE Offices Closed *(SCOE offices will be closed to the public on Friday, December 28<sup>th</sup>, although some departments will be open.)*

December 31, 2012 – January 1, 2013 (Monday – Tuesday)

- New Year Holidays – SCOE Offices Closed *(All departments will be open for business on Wednesday, January 2<sup>nd</sup>.)*

January 12 and February 2, 2013 (Saturdays)

- North Bay Region Academic Decathlon, Rodriguez High School in Fairfield; Awards Celebration on February 2<sup>nd</sup> *(To volunteer for one or both days or to RSVP for the Awards Celebration, call Shari Narayan at 707-646-7601)*

January 21, 2013 (Monday)

- Martin Luther King, Jr., Holiday – SCOE Offices Closed

#### VIII. UNFINISHED BUSINESS

##### (a) Board Policy 9322

At its regular meeting on November 14, 2012, the Board reviewed Board Policy 9322 regarding meeting procedures and discussed revising the seven-day advance delivery of expulsion appeal hearing agendas and materials to coincide with the legal timelines during which appellants may file appeal documents. This is the second reading of the proposed revisions. Attachment D

**Action:** Consider adopting the proposed policy revisions reducing, under special circumstances, the seven-day advance delivery and posting of Board meeting agendas and materials to 72 hours, in accordance with the Brown Act.

#### IX. NEW BUSINESS

##### (a) Establish Date, Time, and Location of 2013 Regular Meetings

In accordance with Education Code sections 1009 – 1011 and Government Code Title 5, Division 2, Chapter 9, section 54954ff, the Board will be asked to consider a schedule of dates and times for regular meetings for the 2013 calendar year and determine the location of the regular meetings pursuant to Board Policy 9320(I). Attachment E

**Action:** Consider adopting the attached schedule of meetings for the 2013 calendar year.

#### X. COMMENTS FROM THE COMMUNITY

*The County Board of Education is aware of the importance of providing an opportunity for community members to address the Board regarding matters within the Board's jurisdiction that are not on the agenda. The President of the Board will recognize those who wish to speak and have submitted a Request to Speak form to the Secretary of the Board (Superintendent) before the first speaker is called. Request to Speak forms are available on the table at the meeting room entrance. Speakers are requested to identify themselves by name.*

#### XI. BOARD DISCUSSION

##### (a) Board Member Reports

The Board members may give a brief report on their recent activities including visits to any of SCOE's program sites and attendance at educational conferences and workshops.

##### (b) Board Member Requests

In accordance with Board Policy 9250, the Board members may request to represent the Board in an education-related activity and specify the desired level of support necessary for the activity.

##### (c) Suggestions on future Board agenda items

#### XII. ADJOURNMENT

- Attachments:
- (A) Budget Revision 3
  - (B) Resolution No. B12-13-15
  - (C) Temporary Certificates
  - (D) Board Policy 9322
  - (E) Proposed Schedule of 2013 Regular Board Meetings

GENERAL FUND

<u>GENERAL FUND</u>			Certificated Salaries	Classified Salaries	Employee Benefits	Books & Supplies	Services & Operating	Capital Outlay	Other Outgo	Fund Balance
<b>Program</b>	<b>Resource</b>	<b>Revenue</b>	<b>1000</b>	<b>2000</b>	<b>3000</b>	<b>4000</b>	<b>5000</b>	<b>6000</b>	<b>7000</b>	<b>Difference</b>
Unrestricted (local)	0000	24,504				10,000	14,504			
Career Technical Education (c/o)	0635		39,243	33,566	26,262				9,163	(108,234)
Community Schools (local)	2420	150					150			
Title III, Limited English Proficiency (adj alloc)	4203	20,089					19,695		394	
Medi-Cal (c/o)	5640					34,000	2,500		1,825	(38,325)
Spec Ed (adj alloc & local)	6500	4,154		9,721	28		599			(6,194)
SELPA Program Specialists (c/o)	6505					474	5,000		274	(5,748)
Tobacco Use Prevention Educ Admin (adj alloc)	6680	(115)				(105)			(10)	
Tobacco Use Prevention Educ Admin (adj alloc)	6690	(5,218)		(2,100)	(709)	(1,824)	(143)		(442)	
Transportation (local)	7240	2,231					2,125		106	
Redevelopment (c/o)	9021						154,156			(154,156)
Tulare COE Friday Night Live Betting on Our Future grant	9050	13,000		1,161	285	3,650	7,525		379	
Safety Credits (adjustment)	9120	(10,866)					(10,866)			
Larsen Preschool Integration (local)	9180	586				586				
T.C. Preschool Integration (local)	9185	100				100				
T.C. McDaniel Misc Donations (local)	9380	614				614				
Misc Teacher Grants (local)	9500	(300)				(300)				
Teaching American History (c/o)	9625	50,669					50,663			
Spec Ed Tier III (local & c/o)	9660	300	1,617		52				83	(1,452)
Youth Services Local	9680	135				135				
<b>Total</b>		<b>100,033</b>	<b>40,860</b>	<b>42,348</b>	<b>25,918</b>	<b>47,230</b>	<b>246,014</b>		<b>11,772</b>	<b>(314,109)</b>

SOLANO COUNTY BOARD OF EDUCATION  
Solano County, California

**RESOLUTION NO. B12-13-15**  
**SCHOOL BOARD RECOGNITION MONTH**

**WHEREAS**, an excellent public education system is vital to the quality of life as well as to the economic health and future of all Californians; and

**WHEREAS**, school boards create a vision and set clear standards for their students, districts, schools, and programs; are accountable to the community for operating schools that support student achievement; align resources with planned strategies to benefit students; create a climate that supports the philosophy that all children can learn at high levels; and build collaborative relationships based on trust, teamwork, and shared accountability, all while considering the diverse educational needs of all children and empowering them to become competent, productive contributors to our democratic society and ever-changing world; and

**WHEREAS**, local school board members face complex and demanding challenges and are responsible for providing a solid foundation for our school system; and

**WHEREAS**, local school board members engage their communities, communicate with the public, strive to improve their knowledge and leadership roles to manage complex education issues, and serve as strong advocates for children; and

**WHEREAS**, these board members demonstrate their commitment to children by contributing their dedicated energies and devoting countless hours to providing a quality public education to each child while receiving very little compensation for their tireless efforts; and

**WHEREAS**, local school board members are powerful campaigners for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district.

**NOW, THEREFORE, BE IT RESOLVED**, that the Solano County Board of Education declares its appreciation for the members of the governing board of each district in our county and proclaims the month of January 2013 as School Board Recognition Month urging all citizens to join in recognizing the year-round dedication and hard work of local school board members and work with them to support an education system that meets the needs of both today's and tomorrow's children.

**PASSED AND ADOPTED** this 12<sup>th</sup> day of December 2012, by the Solano County Board of Education, Solano County, California, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

CERTIFICATION

I, Jay Speck, secretary to the Solano County Board of Education, Solano County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by said Board at a regular meeting thereof held on the above stated date, which resolution is on file in the office of said Board.

\_\_\_\_\_  
Secretary's Signature

\_\_\_\_\_  
Date

**TEMPORARY CERTIFICATES**

<u>Name</u>	<u>District</u>	<u>Credential</u>
Patricia Butts	Benicia	Single Subject/Science: Biological
Ashton Packer	Vacaville	Emergency Substitute Permit
Jacqueline McMillen	Dixon	Multiple Subject
Sarah Parker	Fairfield-Suisun	Single Subject/English/General Education Limited Assignment Permit
Renee Biesemeyer	Benicia	Emergency CLAD Permit
Gertrude Weant	Benicia	Multiple Subject
Susvir Sahota	Travis	Clinical or Rehabilitative Services Credential Renewal
Christine Ziegler	Travis	CBEST Substitute/Waiver
Teresa Carreon	Vallejo	Designated Subjects/Office Occupations
Erica Braun	Benicia	Emergency Substitute Permit
Luann Deems	Benicia	Emergency Substitute Permit
Evelynda Udowski	Vallejo	Designated Subjects/Bookkeeping, Office Occupations

**Temporary County Certificates Issued  
November 2012**

District	<i>Full Credential/ Auth.</i>		<i>Intern Cred.</i>		<i>Prov. Intern Permit</i>		<i>Short- Term Staff Permit</i>		<i>Emergency or Limited Assignment Permit</i>		<i>Waiver</i>		<i>Emergency Sub Permit</i>		<i>Child Dev. Permit</i>	
	Mo	YTD	Mo	YTD	Mo	YTD	Mo	YTD	Mo	YTD	Mo	YTD	Mo	YTD	Mo	YTD
Benicia	2	6							1	2			2	3		
SCOE		7				3		1				1				
Dixon	1	2												1		
Fairfield-Suisun		26		2				1	1	10				3		
Travis	1	5									1	4				
Vacaville		7						1		3		4	1	5		
Vallejo	2	17								4				2		1
MIT Academy		1				1										
Private/NPS																
Solano College																1
<b>Totals</b>	<b>6</b>	<b>71</b>		<b>2</b>		<b>4</b>		<b>3</b>	<b>2</b>	<b>19</b>	<b>1</b>	<b>9</b>	<b>3</b>	<b>14</b>		<b>2</b>

SOLANO COUNTY BOARD OF EDUCATION

Policy 9322

**MEETING PROCEDURES**

Parliamentary procedure shall be according to Robert's Rules of Order.

I. Agenda:

- A. Regular Meetings: The County Superintendent shall cause an agenda to be prepared and sent via personal delivery and/or U.S. and/or electronic mail to members of the County Board of Education and to all others on the mailing list at least seven (7) days preceding the meeting, under ordinary circumstances, but not less than 72 hours preceding the meeting, in accordance with the Brown Act, under special circumstances, and the agenda shall be posted at a place where members of the public, including employees of the County Superintendent of Schools Office, may view same at least seven (7) days prior to the time of regular meetings or, in the case of special circumstances, 72 hours prior to the meeting, in accordance with the Brown Act. (Government Code sections 54951.494950-94963)
- B. Special Meetings: The County Superintendent shall cause an agenda to be prepared and sent via personal delivery and/or U.S. and/or electronic mail to members of the County Board of Education and to all others on the mailing list at least seven (7) days preceding the meeting, under ordinary circumstances, but not less than 72 hours preceding the meeting under unusual circumstances, and the agenda shall be posted to a place where members of the public, including employees of the County Superintendent of Schools, may view same at least seven (7) days prior to the time of the special meeting, or, in the case of unusual circumstances, 72 hours prior to the meeting. eException: Agendas for special meetings called less than seven (7) days prior to the date set for the meeting shall, in accordance with the Brown Act, be delivered personally and/or by U.S. or electronic mail and shall be received at least twenty-four (24) hours before the time of such meeting specified in the notice. (Government Code sections 54954.1, 54956)
- C. Action Items: The agenda will include items on which the County Board of Education may take action at this meeting. (Government Code section 54954.2)
- D. Consent Items: In order to promote efficient meetings, the Board may act upon more than one item by a single vote through the use of a consent agenda. Consent items shall be of a routine nature or items for which no Board discussion is anticipated and for which the County Superintendent recommends approval.

In accordance with law, the public has a right to comment on any consent item. At the request of any member of the Board, any consent item shall be removed and given individual consideration for action as a regular agenda item.

A member excused from voting on a consent item may vote on the consent agenda, except that the vote shall not apply to the item to which the announced excuse applies.



Establishment of Date, Time, and Place of Regular Board Meetings

Each year at its annual organizational meeting, the Solano County Board of Education is required to establish the date, time, and place of its regular meetings for the coming year.

Presently, Board Policy 9320(l) sets the time and place of regular meetings, unless otherwise specified, at 6:00 PM on the second Wednesday of each month in the Boardroom of the Solano County Office of Education, 5100 Business Center Drive, Fairfield.

<b>PROPOSED 2013 SCHEDULE</b>			
<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>	<b>NOTE</b>
Wednesday, January 9, 2013	6:00 PM	SCOE Boardroom	
Wednesday, February 13, 2013	6:00 PM	SCOE Boardroom	
Wednesday, March 13, 2013	6:00 PM	SCOE Boardroom	
Wednesday, April 10, 2013	6:00 PM	SCOE Boardroom	
Wednesday, May 8, 2013	6:00 PM	SCOE Boardroom	
Wednesday, June 12, 2013	6:00 PM	SCOE Boardroom	
Wednesday, June 26, 2013	6:00 PM	SCOE Boardroom	Rescheduled from July 10 <sup>th</sup> in order to meet the June 30 <sup>th</sup> budget adoption deadline
<i>July meeting rescheduled</i>	- - -	- - -	See comment above
Wednesday, August 14, 2013	6:00 PM	SCOE Boardroom	
Wednesday, September 11, 2013	6:00 PM	SCOE Boardroom	
Wednesday, October 9, 2013	6:00 PM	SCOE Boardroom	
Wednesday, November 13, 2013	6:00 PM	SCOE Boardroom	
Wednesday, December 11, 2013	6:00 PM	SCOE Boardroom	Annual Organizational Meeting