

Regular Meeting
Wednesday, January 8, 2014

2:00 p.m.

Nevada County Superintendent of Schools
Houser Conference Room
112 Nevada City Highway, Nevada City, CA 95959

MINUTES

I. **Meeting called to order** by Board President Michael

II. **Established quorum**

Bob Altieri	Present
Jack Meeks	Present
Tracy Lapierre	Present
Marianne Slade-Troutman	Present
Trevor Michael	Present

III. **Salute to the flag**

IV. **Additions to the Agenda** - none

V. **Adoption of the Agenda**

On a motion by Slade-Troutman and seconded by Altieri, the Agenda was adopted as presented. Motion passed 5 ayes.

VI. **Opened public forum** – Recognition of members of the audience wishing to address the Board – none.

VII. **Closed public forum**

VIII. **Presentation**

A. FY 2012-13 Audit Report – Nevada County Superintendent of Schools, Jeff Jensen
(distributed under separate cover) (page 1)

Jensen presented the FY 2012-13 Audit Report.

Slade-Troutman asked if an index of acronyms could be included in the future. Various questions by the Board were responded to by Jensen.

B. FY 2012-13 Audit Report– Los Angeles Education Corps Charter School, Jeff Jensen
(distributed under separate cover) (page 2)

Jensen presented the FY 2012-13 Audit Report.

C. Yuba River Charter School – Caleb Buckley, Director

Buckley provided a power point handout detailing a timeline of YRC's facility/building project which started in 2005 and continues through today.

IX. **Approval of the Consent Agenda**

These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion, unless a Board member or citizen requests that an item be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items.

A. ~~Approval of minutes of the Regular meeting of December 11, 2013 (page 3)~~

- B. During the fourth quarter of 2013 October-December, there were no complaints filed to be reported, pursuant to Williams Uniform Complaint Procedures (E.C. 1240(H); Board Policy 1010 – Uniform Complaint Procedures) (page 8)

~~C. Abolishment of NCBOE Budget Committee~~

Slade-Troutman and Meeks requested Items IX. A; and IX. C be removed from the consent agenda to provide additional discussion.

Moved by Michael, seconded by Slade-Troutman to approve the Consent Agenda as amended, removing items IX. A. Approval of minutes of the Regular meeting of December 11, 2013; and IX. C. Abolishment of NCBOE Budget Committee to allow for additional discussion, motion passed 5 ayes.

- A. Approval of minutes of Regular meeting of December 11, 2013

Slade-Troutman noted her letter of December 11, 2013 was not included as part of the minutes. Slade-Troutman was advised this was an error and her letter will be added.

Moved by Slade-Troutman seconded by Michael, to approve the minutes of the Regular meeting of December 11, 2013 adding Slade-Troutman's letter, motion passed 5 ayes.

- C. Abolishment of NCBOE Budget Committee

Meeks noted that more financial information needs to be analyzed and explained in advance of the meeting. Meeks suggested a standing committee of the whole Board, with optional attendance. Meeks noted this would take a load off of Supt. Hermansen's and Donna Fitting's report at the end of the meeting.

On a motion by Meeks, seconded by Slade-Troutman to establish regular monthly meetings of the whole board as a Budget Committee. (2 ayes Slade-Troutman, Meeks; 3 nays – Altieri, Lapierre, Michael) Motion Failed.

Michael noted with the passing of LCFF changes require the Board to conform to the new statutes described in the spending of Alternative Ed Schools.

Michael advised he met with Supt. Hermansen and Donna Fitting to discuss a new Budget Review format, noted on today's agenda Item XII. A. Budget Review for Alternative Ed. Rather than reviewing random areas during a Board meeting; the board would strategize monthly and choose a specific area of operation to review, eventually covering the entire NCSOS office budget. Review could include not only expenditures; but also the status of the budget vs. actuals. The principal purpose of the Board is to review and approve the operating budget; however in the real world, we do not operate, we have a CEO in which we delegate operations of the budget. Each meeting the Board would agree on what to review at the next meeting.

Slade-Troutman is open to this new process; however wishes to have the freedom to bring up any item. The Board has a fiduciary responsibility to oversee the budget in its entirety. The past 20 years they have met on a regular basis, and she does not object to continuing to meet, she wanted to include the Board as a whole.

On a motion by Slade-Troutman, shall the Nevada County Board of Education have Slade-Troutman and Meeks continue to be on the budget Committee? There was no second. Slade-Troutman withdrew motion.

Altieri advised it would be beneficial if Fitting could prepare a detailed report on the item being reviewed; Michael agreed.

X. Board Reports

- A. SARB, Lapierre – SARB for December was canceled.

- B. Legislative, *Meeks* – All legislators are recovering from vacation.
- D. NCSBA, *Michael* – Original meeting was cancelled; will meet in March.
- E. Charter Liaison, *Altieri* – All charter schools have presented to the Board.
- F. Individual Board Reports

Slade-Troutman provided a handout; and a letter signed by former County Superintendents (Hund; Houser; and McAteer) regarding the history of the Hoover Lane and Nevada City Highway facilities. By request of Slade-Troutman, the letters are hereby incorporated by reference as an attachment to the minutes.

XI. **Action Items**

- A. Shall the Nevada County Board of Education accept the FY2012-13 Auditors Report of Nevada County Superintendent of Schools as presented at the regular Board meeting of January 8, 2014?

On a motion by Lapierre and seconded by Meeks, the Nevada County Board of Education accepted the FY2012-13 Auditors Report of Nevada County superintendent of Schools as presented at the regular Board meeting of January 8, 2014. Motion passed 5 ayes.

- B. Shall the Nevada County Board of Education accept the FY2012-13 Los Angeles Education Corps Charter School Auditors Report as presented at the regular Board meeting of January 8, 2014?

On a motion by Slade-Troutman and seconded by Meeks, the Nevada County Board of Education accepted the FY2012-13 Los Angeles Education Corps Charter Schools Auditors Report as presented at the regular Board meeting of January 8, 2014. Motion passed 5 ayes.

- C. Approval of Resolution 14-01, Rules & Regulations Governing the Purchase of School Supplies & Equipment (Roll Call Vote) (*page 9*)

On a motion by Slade-Troutman and seconded by Altieri, the Nevada County Board of Education approved Resolution 14-01, Rules & Regulations Governing the Purchase of School Supplies & Equipment. By roll call vote, the motion passed 5 ayes.

- D. Second reading and adoption of Board Policy 6171, Title I Programs (*page 10*)

Shall the Nevada County Board of Education adopt Board Policy 6171, Title I Programs?

On a motion by Altieri, seconded by Slade-Troutman, the Nevada County Board of Education approved Board Policy 6171, Title I Programs. Motion passed 5 ayes.

XII. **Information/Discussion Items**

- A. Budget Review

- 1. Alternative Ed: Earle Jamieson & Sugarloaf Mtn. Juvenile Hall (*Draft document to be provided at the meeting*)

Fitting provided budget vs. actuals for Sugarloaf; EJ Educational Options; and Sugarloaf/EJ Educational Options combined.

Michael advised he had asked staff to prepare a budget for the Board to review. As a business person, Michael is schooled in reviewing budgets. Alt Ed was chosen to review first as LCFF is involved. A monthly review of Earle Jamieson Ed & Sugarloaf's budget should be done as the Board acts as their school district.

Slade-Troutman is interested in the unappropriated \$3Million dollars. Programs were cut and she wants them back.

Michael suggested placing this on the agenda next month. Review unappropriated reserves. They can be divided into pieces and addressed.

The Board can look at operations as a group so everyone understands what kinds of monies are being spent. This format makes sense; we're not just looking at funding streams; but the combined budget vs. actuals. We have a beginning balance; restricted money; current year; budget; actuals; noting if money has not been received from the state; and that our reserves would fund the difference. In the real world we cannot use funds not received yet.

The goal for the Board is to see a bit more detailed budget; note spending; try to understand the day to day impacts; adjust as needed; and identify trends.

Michael noted we are using our reserves; we have less money in the bank. The Board needs to be fully clear of the programs operated by NCSOS and look each month at one particular program, rather than 15 programs with a \$3 Million dollar budget. This would be strategically more beneficial. Our current review process is not productive; unallocated doesn't mean not used.

Slade-Troutman is concerned about travel and mileage; and sending multiple staff to the same meeting. Would like to see what the benefit is. Slade-Troutman is agreeable to reviewing in this manner, however, wants the flexibility to ask individual questions.

The Board reviewed EJ's budget, noting by looking at the budget vs. actuals, you can see if the numbers are on or off track; and you can see where to ask questions.

Altieri thanked Michael for his leadership in moving forward. Reviewing the budget in this respect will enable the Board to verify that projected revenue is actually received. What money we have today, we may not have in three years. It's important to balance, check, balance, review and resolve.

Slade-Troutman agreed with Altieri, adding that this is a chance to move forward and provide programs. Slade-Troutman wants to look at spending and save where we can.

Lapierre stated the Board is obligated to set a budget; not to tell how to spend; not to micromanage. The business office needs flexibility in deciding whom to send to trainings or workshops. For example if the Board approves a budget with a certain amount allowed for travel; the budget is reviewed and they are on track; they are within budget.

Michael advised further discussion will be held.

XIII. Reports

A. Superintendent's Report

1. Consolidation Public Hearings

Public Hearings are being held. County Committee will meet in February. Both school districts have already held public hearings; as well as public meetings. Next steps include conducting a study based on all information and public input received. There are approximately 650 students total between the districts.

2. FIELD Charter – Petition has not been received yet; conversations are still being held.

B. Staff Reports

1. Business Services, *Donna Fitting*

Business Office has received 1st interim reports from school districts. No qualified budgets are expected. Shar Johns and Donna Fitting have been working on oversite visits. Muir charter is up for renewal and we are awaiting the petition to review. W2's and 1099 are being done.

2. Educational Services, *Shar Johns*

Johns introduced Kathleen Kiefer, Director of Curriculum, Instruction and Accountability. Kiefer brings 27 years of education experience to our office. Superintendents and principals are thrilled to have her as her job relieves pressure off school districts for services they can't provide.

Altieri understands how the relief helps, as we are in the middle of a school year; teachers and staff have so much going on. It's great for our office to go in and talk to the administrators to see what their needs are.

LCAP development for our office and the districts is underway. They will show how they are supporting students; and include stakeholder input. They will be creating surveys; meeting with parents; and community members as required under LCFF.

New Common Core math adoption, with 30 different vendors, has been approved by the State Board of Education for grades K-8. As a County Office of Education we have no recommendation, but will host the different vendors for our school districts to view.

3. Alternative Ed Update, *Lisa Sanford*

Sanford provided a handout detailing the number of students and staff per site; technology updates; Common Core strategies; and Stakeholder meetings. Highlighted was the decrease in suspension rates, decreasing by 43%. Sanford attributes the decrease to staff training in *Crisis Prevention Institute, Nonviolent Crisis Intervention*.

C. Future agenda items

1. Approval of annual donation for NCSBA dues in the amount of \$100
2. Monthly budget of Earle Jamieson Ed Options

XIV. **Correspondence**

- A. Nevada County Board of Education Meeting Calendar for 2014, as approved (*page 12*)
- B. State Superintendent of Schools Torlakson visits Nevada County schools (*page 13*)
- C. The Union, Other Voices article – First 5 Nevada County: 15 years of investing in children (*page 17*)
- D. Fiscal Reports (*page 19*)

XV. **Adjournment** at 5:00 PM

Next Meeting Date: February 19, 2014, 2:00 p.m., 112 Nevada City Highway, Nevada City

Approved: 
Trevor Michael, President

Date: February 19, 2014

Since the topic of facilities seems to have again come to the forefront for this Board, I have done some research that I believe will be very enlightening. As you all know I've been on this Board for the past 36 years and have been involved in the construction and purchase of our current facilities. Since the Board holds the title to the Hoover Lane property and the Nevada City Highway property, it is only fitting that each of us be actively involved in our facilities.

Today, I would like to shed some light on the Hoover Lane property that was constructed while I was on the Board in the early 1980's. The construction of that school was very contentious between the City, the homeowners in the area and this Board. I knew that many promises and agreements were made with various entities regarding that site so to confirm such I contacted our past three county superintendents. They collectively represent 33 years of leadership. Superintendent Jerry Hund, who resides in Antioch, Superintendent Skip Houser, who lives locally and Superintendent Terry McAtcer who is the Inyo County Superintendent of Schools and lives in Bishop have all provided insights and history to the letter which they have collectively signed and sent to me so I could deliver it to Superintendent Hermansen and this Board.

December 10, 2013

Dear Holly,

We recently learned from Marianne that you are considering selling the County Office property on Hoover Lane in Nevada City. Obtaining that property and building on it, on behalf of the County Board who hold the title, was very contentious with the City of Nevada City and the very hostile neighborhood community. We thought you should know that many written and oral commitments were made by us, in our official capacity as County Superintendent, to both groups which affect the use and transfer of the property then and now.

We agreed to limit the use of that building and grounds to be solely for special education youth/adults and services provided to them and their families. We also agreed the building nor the land could be sold, divided or sublet to other parties. Commitments to the disabled community were also made which include the County Office maintaining the pool building and allowing it to be opened for use to the disabled community. The Team 3 counseling portable was also provided to that non-profit in perpetuity, to be maintained by the County Office and provided free rent.

We request that you honor the aforementioned commitments.

Sincerely,


Jerry Hund


Skip Houser


Terry McAteer