

NEVADA COUNTY BOARD OF EDUCATION
Regular Meeting
Wednesday, November 9, 2011
2:00 p.m.

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

AGENDA

All times approximate

- I. Meeting called to order
- II. Establish quorum
- III. Salute to the flag
- IV. Additions to the Agenda
- V. Adoption of the Agenda
- VI. Closed Session
 - A. Pending litigation, Conference with Legal Counsel (Govt. Code §54956.9 (b))
- VII. Open Session
 - A. Announcement from closed session
- VIII. Open public forum – Recognition of members of the audience wishing to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the Board president, please identify yourself. A member of the public may at this time make brief comments regarding items not on the agenda, although no action may be taken.
- IX. Close public forum
- X. Approval of the Consent Agenda 5 min.

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 trustee 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 October 12, 2011 (*page 1*)
- XI. Action Items - none 15 min.
- XII. Discussion Items
 - A. NCSOS Facilities Discussion
- XIII. Information Items 20 min.
 - A. Assignment Monitoring Report – Regina Reno (*page 4*)
- XIV. Reports
 - A. Board member reports 10 min.
 - 1. SARB, Meeks
 - 2. Budget Review Committee, Slade-Troutman/Meeks

- 3. *Legislative, Voss*
 - 4. *NCSBA, Michael*
 - 5. *Individual Board member reports*
- B. Superintendent's Report 20 min.
- 1. Countywide Emergency Planning
 - 2. Holiday Party – December 16
 - 3. School Food Update
 - 4. TDAP – School Nurses Recognized by Nevada County Health & Human Services
 - 5. NCSOS Photo ID
- C. Staff Reports 20 min.
- 1. *Curriculum and Instruction – Miller*
 - 2. *Business Services – Fitting*

XIV. Future agenda items

- A. Approval of Annual Calendar
- B. Audit Report
- C. Organizational Meeting
- D. First Interim Fiscal Report of 2011-12 Budget

XV. Correspondence

- A. CSBA Call for County Nominations for CSBA Delegate Assembly (*page 6*)

XVI. Adjournment

Next Meeting Date: Wednesday, December 14, 2011, 2:00 p.m., 112 Nevada City Highway,
Nevada City

This agenda was posted at least 72 hours in advance of the meeting at the Nevada County Superintendent of Schools office, 112 Nevada City Highway.

Posted: 11-4-11
Date

Notice: The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Nevada County Superintendent of Schools office – reception desk, located at 112 Nevada City Highway, Nevada City, CA. For more information please call 530.478.6400 ext. 203.

Notice: In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, contact the Nevada County Superintendent of Schools office at 530.478.6400 ext. 203 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate your needs. {G.C. §54953.2, §54954.2(a)(1); Americans with Disabilities Act of 1990, §202 (42 U.S.C. §12132)}

NEVADA COUNTY BOARD OF EDUCATION
Regular Meeting
Wednesday, October 12, 2011
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 at 2:01 p.m.

II. Establish quorum

Altieri	present
Meeks	present
Slade-Troutman	present
Michael	present
Voss	present

III. Salute to the flag was led by Melissa Parrett

IV. Additions to the Agenda - none

V. Adoption of the Agenda

On a motion by Slade-Troutman and seconded by Michael, the agenda was adopted as presented. The Motion was unanimously approved.

VI. Opened public forum

Don Herrmann introduced himself and addressed the Board. He read today's article in The Union "County school superintendent looks at moving offices." He was very pleased with the article and applauded the board for what they are doing.

VII. Closed public forum

VIII. Staff Report

Melissa Parrett reported on the following programs:

Peer Court: Designed for first time offenders, this multi agency program allows students the opportunity to be an attorney, bailiff or a member of the jury in an actual court setting.

Law Day: The Nevada County Courthouse closes for the day, drawing just under 600 5th grade students who are allowed to see how the courts work. They go over the Role of Law Enforcement in the Justice system; and tour the old county jail facility.

SMART: This collaborative handles cases which involve high risk families who already have multi-agency involvement. Referrals are received for students in crisis; the team meets each Wednesday with the goal of having a positive impact for these families.

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 trustee 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 September 14, 2011

- 2
- B. During the third quarter of 2011 July - September, there were no complaints filed to be reported, pursuant to Williams Uniform Complaint Procedures (E.C. 1240(H); Board policy 1010 – Uniform Complaint Procedures)

On a motion by Michael and seconded by Slade-Troutman, the agenda was adopted as presented. The Motion passed unanimously.

X. Action Items

- A. Approval of Resolution 11-11, adoption of the Gann Appropriation Limit pursuant to Article XIII B of the California constitution for FY2010-11 and FY2011-12

~~On a motion by Michael and seconded by Slade-Troutman, the Nevada County Board of Education approved Resolution 11-07, Certification of the third Interim Fiscal Report, referring to column D final approved budget. The Motion was unanimously approved.~~

The motion was recalled, as a Roll Call Vote was not taken.

On a motion by Michael and seconded by Slade-Troutman, the Nevada County Board of Education approved Resolution 11-07, Certification of the third Interim Fiscal Report, referring to column D final approved budget. Roll Call Vote Taken. The Motion was unanimously approved.

- B. Second reading and approval of Board Policy 6163.2, Animals at School

Discussion followed Page 3, paragraph 3 – the paragraph shall read:

Before a student or employee brings a service animal to school, the administrator or designee shall first provide written notification to all parents / guardians of students in the affected class, asking them to verify whether their child has any known allergies, asthma, or other health condition that may be aggravated by the animal's presence. When a parent / guardian has provided written notification that his / her child has an allergy, asthma, or other health condition that may be aggravated by the animal, the administrator shall take appropriate measures to protect the student from exposure to the animal.

Meeks was concerned with Epilepsy not being listed as a disability, Michael clarified that disabilities are not listed individually, that the beginning of the paragraph states *For example* which sets the semantics for the remainder of the paragraph.

On a motion by Voss and seconded by Slade-Troutman, Board Policy 6163.2, Animals at School, was approved with the above amendment. The Motion was unanimously approved.

XI. Discussion Items – none

XII. Information Items

- A. *The Los Angeles Education Corps (LAEC) Petition Charter Renewal* was approved by the Board in June 2011; this update includes all the changes.
- B. *Nevada County Cooks, School Food Summit* – Supt. Hermansen advised that this is an important topic in the education community. This grass roots movement by Live Healthy Nevada County looks to increase health practices in the school food lunch program. The goal is to have less prepared food; while increasing locally grown, organic foods; and also offering fresh cooked foods to schools countywide. Both Assoc. Supt. Miller and Supt. Hermansen attended the Summit.

XIII. Reports

A. Board member reports

1. *SARB*, Meeks – Meetings were held on 9/27 and 10/24
2. *Budget Review Committee*, Slade-Troutman/Meeks – A meeting will be scheduled before the interim.
3. *Legislative*, Voss – Clarification is needed regarding CSBA SB857 – Public Employees Union. Supt. Hermansen will report back with a summary to the next meeting.
4. *NCSBA*, Michael – the 2012 Delegate Assemble is calling for nominations
5. *Individual Board member reports* – Slade-Troutman presented and read into record a memo to the Board regarding Building visitations that both she and Meeks went on.

B. Superintendent's Report

1. Countywide Emergency Planning –will report in next meeting.
2. Charter Renewal Update – will report in next meeting.
3. NCSBA/ACSA Teacher of the Year Dinner – The event is scheduled for Thursday, October 27th at \$25 per person.
4. TDAP – School Nurses Recognized by Nevada County Health & Human Services – will report in next meeting.

C. Staff Reports

1. *Curriculum and Instruction* – Miller reported that we have three more schools in Program Improvement (PI). We receive some extra funds and are offering services to provide technical assistance and support. A menu of services offered was shared.

NCLB has not been reauthorized; an Application for Waiver was completed
 Transitional Kindergarten flyer was passed out. This session will help principals; administrators; and teachers plan and collaborate.

2. *Business Services* – Fitting reported that the audit is almost complete. We supported Ready Springs in their audit, very complete and did great. The Business Managers are tending to an audit finding which strengthen controls. We continue to review work and train which is critical to funding.

Currently they are working on projections and cash. All Charters received the deferral waivers and are being watched weekly.

XIV. Future agenda items – Review Process for Charter Renewals, discuss in November and review in December. Once the Charter Petitions have been submitted, we have 30-60 days.

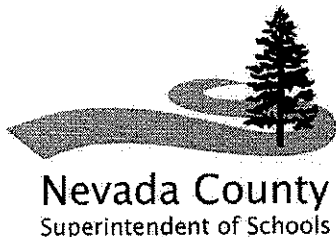
XV. Correspondence -(none)

XVI. Adjournment at 3:40 p.m.

Next Meeting Date: Wednesday, November 9, 2011, 2:00 p.m., 112 Nevada City Highway,
 Nevada City

Approved: _____
 Robert Altieri, President

Date: November 9, 2011



HOLLY A. HERMANSEN, SUPERINTENDENT

112 Nevada City Highway
Nevada City, CA 95959
530-478-6400 · fax 530-478-6410

Memo

TO: President Bob Altieri and Nevada County Board of Education Members

FROM: Regina Reno, Personnel Analyst

DATE: November 4, 2011

RE: Agenda Item for November 9, 2011 Meeting
Assignment Monitoring

Nevada County Board of Education Members:

Education Code 44258.9 requires the County Superintendent of Schools be responsible for the monitoring of certificated employee assignments to ensure a low rate of misassignments and report the findings of one-fourth of our school districts on an annual basis, with all schools having been reported within a four year cycle to the State of California Commission on Teacher Credentialing.

The Assignment Monitoring process is a collaborative one. The school districts listed were the remainder of the districts to be monitored to complete the four year cycle ending last year.

The school districts monitored during the last cycle were: Nevada City Elementary, Pleasant Ridge Union Elementary, Ready Springs Elementary, and Twin Ridges Elementary.

We asked the districts to prepare the data we needed: master schedules, names of teachers, the credential(s) they held, their teaching assignment(s), if they taught English Learner students, Special Education classrooms disability level (mild/moderate or moderate/severe), and if there were any teacher vacancies for the first 20 days of school.

We then visited each of the districts and reviewed the data with them, asking questions when necessary and then met with each district Superintendent to discuss our findings.

Out of 188 certificated personnel that we monitored we had a total of 9 misassignments; all of which have been corrected. Five of these persons no longer work in the assignments, two had been given Education Code Assignment Options that qualify them to teach in the assignments, one class needed to be identified as a Vocational class on the master schedule and the last assignment is being rectified by hiring a School Librarian to oversee library services at all school sites.

If we had any uncorrected misassignments we would have discussed the different options the district would have had for remedy and they would have been given thirty (30) days to correct the misassignment(s).

6

We are at the beginning of our next four year cycle. We will issue a calendar indicating which districts we will be monitoring over the next four years. During this cycle we will be working with the districts to ensure that they have the support they need from us. On December 1, NCSOS will be a host training site for our districts to attend an Assignment Monitoring webinar presented by the Commission on Teacher Credentialing.

We look forward to working with our districts to ensure that they continue to meet the high standards our community expects in placing highly qualified teachers in our classrooms.

**TIME SENSITIVE – For Board ACTION –
Nominations due Monday, January 9, 2012.**

Please deliver to all members of the governing board. Thank you.

October 28, 2011

MEMORANDUM

TO: Board Presidents and Superintendents - CSBA Member County Boards of Education
FROM: Martha Fluor, President
SUBJECT: Call for County Nominations for CSBA Delegate Assembly



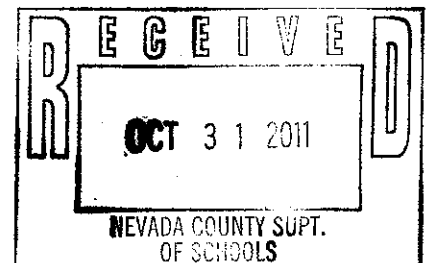
CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. **Nomination and Candidate Biographical Sketch forms for CSBA's Delegate Assembly are now being accepted until Monday, January 9, 2012.** All forms and information related to the election process are available to download from the CSBA website at www.csba.org/AboutCSBA.aspx. Enclosed is a memo from CCBE President Ray Peterson regarding information about CCBE Board of Directors.

- Any CSBA county member board is eligible to nominate board members within their geographical region.
- Only county boards may nominate for the county seat. All nominees must serve on a county CSBA member county board of education.
- Approval from board member to be nominated to CSBA's Delegate Assembly.
- All County Delegates elected will also serve on the California County Boards of Education (CCBE) Board of Directors.
- All nominees must submit a one-page, single-sided, candidate biographical sketch form and an optional one-page, one-sided résumé, (résumé cannot be substituted for the candidate biographical sketch form).
- All nomination materials must be postmarked or faxed no later than **Monday, January 9.**
- Delegates serve two-year terms beginning April 1, 2012 through March 31, 2014.
- There are two required Delegate Assembly meetings each year, one in May in Sacramento and one preceding the CSBA Annual Education Conference and Trade show in November/December.

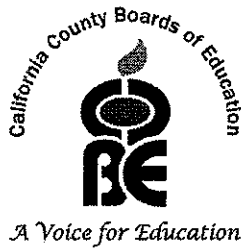
For further information about the Delegate Assembly, please contact Michelle Neto in CSBA's Administration department at (800) 266-3382. You may download the following forms and find more information at www.csba.org/AboutCSBA.aspx. Thank you.

- ❖ Memo from CCBE President
- ❖ Delegate Assembly Brochure
- ❖ CSBA's County Nomination Form
- ❖ CSBA's County Candidate's Biographical Sketch Form
- ❖ Important Dates
- ❖ List of all County Delegates whose term expires in 2011
- ❖ CSBA's Alphabetical List of Districts and County Offices
- ❖ FAQ

3100 Beacon Boulevard
P.O. Box 1660
West Sacramento, CA 95691
(916) 371-4691 | FAX (916) 371-3407



7



October 28, 2011

MEMORANDUM

TO: CCBE and CSBA Member County Boards of Education

FROM: Raymond H. Peterson, CCBE President

SUBJECT: CSBA County Delegate and CCBE Director Nominations and Elections

Per CSBA's President Martha Fluor's enclosed memo, the call for nominations for CSBA's regional county seats is now open Friday, October 28, 2011 through Monday, January 9, 2012. CSBA's regional county Delegates also serve on the CCBE's Board of Directors for a two-year term.

California County Boards of Education (CCBE) is a statewide organization that is a section of California School Boards Association (CSBA) and partners with them in providing educational leadership serving the unique needs of all county boards of education in California. CCBE's mission is to provide leadership and services to county board of education members and enable them to help every student succeed. Members of the CCBE Board of Directors establish the vision, mission and goals for CCBE, and ensure that activities and programs remain focused on those goals and the issues identified in CCBE's Legislative Policy Platform. We need people who are committed and involved in providing educational leadership.

Some of the CCBE's Board of Directors roles and responsibilities are to:

- Provide two-way communication with local county board members and school districts.
- Support and participate in CCBE's and CSBA's activities and events.
- Adopt the Budget, Legislative Policy Platform, Bylaws and Standing Rules.
- Select and endorse a candidate for the CSBA Director-at-Large, County position.

There are three Board of Directors meetings per year held in conjunction with the CSBA Delegate Assembly meeting in May, CCBE Fall Conference in September, and CSBA Annual Education Conference in December.

For further information about CCBE, please go to our website at <http://www.theccbe.org>. You may also contact CCBE staff, Charlyn Tuter, by calling either (916) 669-3281 or (800) 266-3382 ext. 3281 or emailing ctuter@csba.org.