

HUMBOLDT COUNTY OFFICE OF EDUCATION
901 Myrtle Avenue, Eureka, CA 95501

MINUTES
May 17, 2017

President Bill Ruff called the meeting of the Humboldt County Board of Education to order at 3:00 p.m. with a quorum present.

PRESENT: Loretta Eckenrode, Marc Rowley, Bill Ruff, Mary Scott, Robert Siekmann
ABSENT: None
ALSO Chris Hartley, Superintendent; Jon Sapper, Deputy Superintendent, Brian Graves, HCSTA; Tess Ives, Carol Ingram, Jenny Bowen, Heidi Moore, Stacy Young, Debra Kingshill, Susi Huschle, Tanya Trump, Jennifer Fairbanks, Felicia Doherty, Damon Collier, Genevive Macias, Jenna McFarland, Linda Prescott, Karen Brooks, Carol Ingram, Tom McGinnis, HCOE; Michael Bazemore, NPA; and Janine Melanson, Administrative Assistant

1.0 CALL TO ORDER/WELCOME/FLAG SALUTE

Marc Rowley led the flag salute.

2.0 ADJUSTMENT OF THE AGENDA

There were no adjustments to the agenda.

3.0 BOARD MEMBER ANNOUNCEMENTS/COMMENTS/REPORTS

Mary Scott commented that the Excellence in Teaching awards ceremony was a great event, made exceptional by the videos of the teachers in their classrooms. Dr. Hartley complimented staff, specifically Stacy Young and Erik Fraser, for their work in putting the event together. Robert Siekmann reiterated Mary's comments regarding the videos.

Robert shared that Loretta, her daughter and mother-in-law were on the front page of the Times-Standard, participating in the Atlanta Run/Walk on Mother's Day. He also reported that, in the same edition, KHSU commented on HCOE's staff at the Sequoia Conference Center excellent customer service.

4.0 PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no public comments.

5.0 PRESENTATION– Autistic Preschool, Genevive McFarland and Genevive Macias
Genevive Macias, Program Manager, presented a chart that outlined what the Mild, Moderate & Severe labels translate to on the autism spectrum. She also shared that some children with the Mild diagnosis can have severe behavior, and conversely, those with the Severe label can be very social. Teachers have to get to know the individual learning style and needs of each student.

A graph showing the increases in students in both the infant programs over the period from 2011-2017 showed a dramatic increase year over year. Preschool numbers have also increased significantly year over year since 2013-14. Many adjustments have been made to accommodate the increases. One such adjustment was to change to two sessions each day to allow more students to be served. The goal is to provide intensive services to allow students to move to a less restrictive environment. In one class with two sessions of 5-6 students each, may have over 24 students moved through in one year. Using effective interventions, many children show improvements within a 3-6 month window.

Genevive shared that the challenge in our county is that there are not enough general education preschool placements available for students transitioning from our program.

Parent training is another component to the program which can help parents carry over interventions for their children to other settings. Students have better outcomes if the parents are educated and can similar supports in the home environment.

Jenna McFarland, a teacher with the autistic preschool program, shared that a student profile is developed for each student using proven assessments to develop an individualized program to be developed for each student, using the best evidence-based practices for that student's needs. Jenna walked through one student's goals based on the assessments, which included initiating language with adults, demonstration of understanding of activities in classroom and sustained attention with toys. Each goal is measurable and data is collected by the teacher.

Genevive shared that they support general education teachers so that they are prepared to enroll students when they are ready to transition. To accomplish this, they have two programs that come into their classrooms to observe and learn about the student's abilities and needs. This has made for successful transitions into less restrictive environments.

Damon Collier, Glen Paul Principal, shared some data on the percentages of his programs comprised by the preschool programs. He also sees the enrollment trend increasing in the preschool population. Next school year, they will add a new classroom to accommodate the number of students. This will be the first time the campus is occupied 100% by Glen Paul students (previously community school had classroom space and more recently infant classes).

Damon presented a graph from 2015-16 graph which showed a peak in enrollment mid-year. This year, there has not been the a decline at the end of the year – enrollment has continued to increase. It is ideal to start the school year with lower enrollment because referrals for additional students continue throughout the year. Students are referred to these classes by Special Beginnings, parents, and districts.

Damon shared the differences between the Glen Paul programs and Special Beginnings, which include a longer school day, a slower pace of learning, and accommodations and modifications to serve a wide range of disabling conditions besides autism.

President Ruff asked how it is determined if enrollment trend will continue or if classrooms being put in place will be sustained. Damon shared that he brings data on projected enrollment to budget meetings in December and at that time Dr. Eagles agreed to the additional classroom. Also, because infant programs feed into Glen Paul programs, there are predictive measures of incoming students.

President Ruff asked if the preschool needs were specific to our population or more general. Genevive stated that Headstart made some shifts in their programs which lowered the number of preschool spots available. Private preschools have long waiting lists and are very expensive. Genevive stated that we have partnered with preschools to purchase spots for our students and provide aides. Still, students are ready general education programs, but there no placements are available at times.

6.0 PUBLIC COMMENT

6.1 Receive Public Comment on HCSTA's 2017-2018 Initial Bargaining Proposal to the Superintendent

Brian Graves stated that bargaining began the day prior to the board meeting. The negotiating team would be getting together with members and non-members at a gathering on Thursday to discuss negotiations. He stated the members want to be informed, and, as president, he speaks for the whole group. Negotiations will continue on Monday, May 22.

6.2 Receive Public Comment on CSEA's 2017-2018 Initial Bargaining Proposal to the Superintendent

No comment received.

7.0 PUBLIC REPORTS AND HEARINGS

7.1 Local Control Accountability Plan (LCAP) for Court/Community Schools

Jennifer Fairbanks presented a recap of the LCAP requirements and summary of progress on last year's LCAP, including a "LCAP At-a-Glance" brochure.

LCAPs must set expected outcomes for each state priority, describe goals, actions, and the budget needed to achieve outcomes, be developed in collaboration with local stakeholders and must be completed on a state-approved template (which has not yet been approved by the CDE for 2017-18 for community schools.)

Student groups identified for focus are state-set for county offices, other than our locally chosen group, Native American students.

CDE is requiring a new rubric for 2017-18 – Jennifer shared the rubric that has been released, although the one specific for court/community schools is not yet available. The 5 state indicators measure growth: graduation and suspension rates, academic indicator, college/career indicator and English learner indicator.

2016-17 Court/Community School Program as compared to 2015-16:

Goal 1 - All HCOE students will be engaged in 21st century learning in order to prepare for college and careers – attendance is up overall. A new teacher at Eel River independent study has had a dramatic effect on attendance (48% to 71%!) Truancy is down but Jennifer is hopeful that the newly reinstated truancy court will improve the numbers going forward. Suspensions – dramatic increase at juvenile hall due to transition from an experienced teacher to a new teacher with no experience. Credits and test results both improved. Tracking students after graduation poses a challenge, but they do have a Facebook page in an attempt to gather more of that data.

Goal 2 – Foster Youth – working to implement the use of Foster Focus data tracking at all districts. Roger Golec is currently collecting the data and entering it into the program.

Goal 3 – Expelled Youth – staff ensures students and families understand why there were expelled and what is needed for the student to return to the district of residence.

Use of Fund – 88% of students are low income, which allows the funding sources to be used for all students. Funds are primarily used for the following: supporting low student/staff ratios, providing regional programs and sites; probation officer supports; instructional aides; transportation; school enrichment activities; truancy outreach and incentives; family nights; trade skill development learning 21st Century Learning technician; work experience for students; Student Assistance Counselors.

Jennifer shared the calendar, spanning 6 months with 10 opportunities, for stakeholder input into the process. She also shared the wide array of stakeholders included.

Goals for this year will be rolled over for next year, with a few new indicators added. When CDE comes out with the court/community school rubric, they will be able to add the data.

President Ruff asked how Jennifer feels about the progress, and the areas with less progress, based on the goals set. Jennifer stated the LCAP has become a purposeful document for her and her staff. She stated actions and services are being based on what the LCAP is showing as successful or not. Attention is focused on the areas that are less successful. She is looking forward to the state's relevant indicators for community schools.

Dr. Hartley stated that the summary brochure is an excellent document with clear, relevant contents.

7.2 2017-2018 HCOE Budget

Carol Ingram presented the 2017-18 Budget. She stated that Governor Brown released his May Revision to the proposed 2017-18 State Budget on Thursday, May 11th. In the Revision, COLA is increased from the previously projected rate of 1.48% to 1.56%. One-time discretionary funding is proposed to increase from \$48 per ADA to approx. \$177, but now it will not be paid until May 2019. Current year state revenues estimates are less than estimated, but projections for 2017-18 are higher than they were in January. In response to Mary's question about how the Revision affects districts, Carol stated the \$1.1 Billion additional dollars will be distributed to districts that are not yet at target LCFF in order to close the gap. The January proposal to defer a portion of the June cash disbursement to schools has been eliminated. Once the final budget is enacted in June, changes will be incorporated in the 45-day update.

Carol shared that the 2017-18 budget is based on rates and recommendations from either School Services of California or the Department of Finance. Total revenues are projected to decline by approximately \$477,000 as follows:

- LCFF revenues (\$34,000) due to reduced Court & Community School attendance and related to the opening of a community school program at Eureka City Schools
- State & Federal revenues (\$778,000) due to elimination of prior year carry over and one-time funding in 16-17, offset partially by increased local Special Education and Professional Development.

Total Expenditures decreased \$868,000 resulting from a mix of increased staffing costs and reductions to non-personnel expenditures (total staffing costs increased

approximately \$550,000; FTE's increased 2.49 overall; salaries decreased due to savings from attrition \$241,107; employee benefits costs increased \$798,482 primarily for PERS/STRS and health & welfare.)

Health & Welfare is currently budgeted as 100% Employer paid, but the mix of salaries and health costs could change based on negotiations with bargaining units.

One-time facilities, equipment and discretionary purchases are reduced by approximately \$500,000 (construction of Humboldt Hydro Farms Greenhouse & CTE building trades house, firewall for financial systems, SELPA & HERC furniture new/redesign site.)

Other Services and Transfers to Districts were reduced by about \$790,000 (residential treatment center costs, discontinuing probation contract, telecommunications; ASES pass-through.)

As of June 30, 2018 the Reserve is projected to be \$2.9 million or 8.89% of Total General Fund expenditure. In response to Marc Rowley's question, Carol shared that the ideal reserve is 10%. She also mentioned that the ending balance is augmented by one-time revenue from the anticipated sale of the Maplewood Building Trades House \$340,000.

Deficit spending under current budget conditions is ongoing and remains a concern that needs to be addressed – reserve for 2019-20 is projected to be 7%. Due to the lack of additional funding, and increasing staffing costs, Carol recommends that HCOE maintain reserves, budget conservatively and prioritize programs and services in order to meet financial and local demands.

Dr. Hartley stated that the Governor needs to add back to the target to make up for increased STRS and PERS costs. The statement being made that school budgets are being restored is a misnomer.

7.3 Northcoast Preparatory Academy (NPA) Charter

Michael Bazemore was present to comment. He stated that they have come to the end of the second charter authorization under HCOE and shared his gratitude for the guidance and support from HCOE. They are seeking renewal of their authorization. During the last period, they expanded grade levels. They have been working with HCOE to create a revised petition to reflect the current state of the school. Michael thanked Dr. Hartley, Lynette Kerr, Sarah Poust and Cheryl Ingham for collaborating on the revision

They've had another successful year. Michael stated they strive to offer programs that allow students to reach for their potential and be empowered. They have submitted an application for candidacy for a middle school international baccalaureate program, which will allow the program to continue through all grades. 50% of seniors will be attending top tier colleges and universities.

Mary asked if the middle school is full. Michael responded that there is a waiting list and that they are limited by their physical space. President Ruff asked for a follow up regarding the fact that they were looking for additional facility space a few years ago. Michael stated they are still searching for a permanent facility. They are working with

Mad River Community Hospital to purchase 4 acres adjacent to the hospital. The purchase has been approved by the hospital and city; they are now looking for financing. Ideally, they will have capacity for an athletic facility, art studio, theater, plus both middle and high school on one campus, in separate environments. Michael stated he would return for the September board meeting with an update. President Ruff asked that he let the board know if financing is granted.

8.0 CONSENT AGENDA

It was moved/seconded (Scott/Siekmann) to approve the consent agenda. **The motion carried with the following hand vote.**

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

Action was taken on the following consent items:

- 8.1 Approve Minutes—April 12, 2017
- 8.2 Approve Travel Claims
- 8.3 Accept Donations from Humboldt Sponsors
Mary expressed her continued appreciation for Humboldt Sponsor's generosity.

9.0 ACTION ITEMS

- 9.1 Review and Accept Revisions to Administrative Regulation 1340 – Access to Office of Education Records.

It was moved/seconded (Eckenrode/Scott) to accept revisions to Administrative Regulation 1340 – Access to Office of Education Records. **The motion carried with the following hand vote.**

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

- 9.2 Receive and File Technical Clarifications to Superintendent's Policy 4112.2.2 – Certificated Personnel Education for English Learners

It was moved/seconded (Rowley/Siekmann) to receive and file technical clarifications to Superintendent's Policy 4112.2.2– Certificated Personnel Education for English Learners. **The motion carried with the following hand vote.**

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

9.3 Adopt Minor Revision to Board Policy 6144 –Controversial Issues

It was moved/seconded (Siekmann/Eckenrode) to adopt minor revision to Board Policy 6144 –Controversial Issues. **The motion carried with the following hand vote.**

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

9.4 Adopt Revision to Board Policy 6143 – Curriculum Guidelines, as a First Reading

It was moved/seconded (Rowley/Eckenrode) to adopt revision to Board Policy 6143 – Curriculum Guidelines, as a first reading. Dr. Hartley commented that the revision adds sexual health and HIV prevention as required course of study for high school students, in compliance with changes in the education code. **The motion carried with the following hand vote.**

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

9.5 Authorize Submission of National Endowment for the Professional Development Arts Grant

Dr. Hartley asked Stacy Young to speak about the grant proposal. Stacy shared that the grant will be uploaded on May 26th if approved for submission. HCOE would serve as the lead agency with all of Region 1 participating. 3-5th grade teachers are targeted. Stacy has added arts integration into a STEAM model in our proposal.

It was moved/seconded (Rowley/Siekmann) to authorize submission of National Endowment for the Professional Development Arts Grant.

The motion carried with the following hand vote.

Hand Vote

AYES: Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES: None
ABSTAIN: None
ABSENT: None

- 9.6 Award Telecommunications Contracts to AT&T
It was moved/seconded (Scott, Eckenrode) to award telecommunications contracts to AT&T

The motion carried with the following hand vote.

Hand Vote

AYES:	Eckenrode, Rowley, Ruff, Scott, Siekmann
NOES:	None
ABSTAIN:	None
ABSENT:	None

10.0 INFORMATION/ACTION ITEMS *(The Board is asked to receive/discuss; however, the board may decide to take action at their discretion)*

9.1 Superintendent's Report

Dr. Hartley followed up on the **Safe Haven Schools** topic from the April meeting. He stated he attended a meeting with local law enforcement and Immigration and Customs Enforcement (ICE) regional representatives. He encouraged ICE to put out a press release as to the absolutes regarding presence on school sites or at school events. Dr. Hartley stated he is gathering information to send to districts as resources for the community.

Dr. Hartley commented on several awards **ceremonies** that have occurred. He complemented Stacy Young on the Excellence in Teaching Award ceremony. Seal of Biliteracy was the day prior to the board meeting. Five years ago, 39 students received the certification; this year 128 were awarded, due to county office support, teachers and the HSU partnership. Humboldt is the only seal awarded that requires the oral exam component.

Dr. Hartley shared his experience with the HCOE Personnel Commission that reviews new positions and reclassifications. Debra Kingshill chairs the meetings and does an outstanding job. The commission is thoughtful and puts the HCOE staff through the paces, showing the importance to have a good analysis prior bringing a position or change forward to the commission. All of this validates the commission's work and credibility of positions and changes.

Dr. Hartley stated he has visited 28 of the 31 districts. Our districts are doing an incredible job, while facing some unique challenges. After each visit, he has walked away with a better understanding that schools are the hub of the communities.

The interdistrict conversations continue. Dr. Hartley is hopeful that Eureka and Cutten will come to an agreement. To date, 29 appeals have been filed and set to be heard on the June board meeting. If the districts do not come to an agreement, a special board meeting may be required to accommodate all of the appeals. Dr. Hartley stated that the process overall has been positive and productive conversations have been had. His goal is to continue the conversations over the next year so that an agreement for all districts can again be entered into. President Ruff stated that in the past HCOE worked to help districts with the paperwork and procedures, and to move way from a

“district vs district” mode to a realization that the goal is to do what is best for families and students.

10.2 Future Agenda Planning

Approve Local Control Accountability Plan (LCAP) for Court/Community Schools

Approve 2016-17 HCOE Budget

Adopt Special Reserve Fund Resolution

Accept Education Protection Account (EPA) Funds

Receive/File the following:

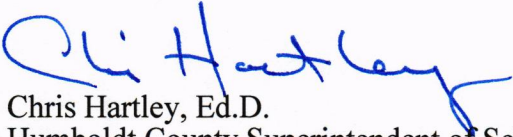
- 2017-18 Master Agreement and Disclosure Statement for the Humboldt County Schools Teachers Association (HCSTA)
- 2017-18 Master Agreement and Disclosure Statement for the California School Employees Association (CSEA), Chapter 566
- 2017-18 Total Compensation Adjustment for Unrepresented Employees

Set Superintendent's Salary for 2016-2017

10.0 ADJOURNMENT

The meeting adjourned at 5:04 p.m.

Respectfully submitted,



Chris Hartley, Ed.D.
Humboldt County Superintendent of Schools

CH:jm