

**VENTURA COUNTY BOARD OF EDUCATION
MINUTES OF REGUALR MEETING OF
AUGUST 24, 2015**

A. CALL TO ORDER

1. Call to Order, Pledge of Allegiance to the Flag, and Moment of Reflection
The Regular Meeting of the Ventura County Board of Education, Agenda No. 15-14, was called to order by Mr. Dean Kunicki, Board President at 6:00 p.m. on Monday, August 24, 2015, in the Board Room of the VCOE Conference & Educational Services Center, 5100 Adolfo Road, Camarillo. The Pledge of Allegiance to the Flag was led by Mr. Kunicki, followed by a moment of reflection.

2. Roll Call
Trustees Present:
Rachel Ulrich, Area 1
Marty Bates, Area 2
Dean Kunicki, Area 4
Dr. Ramon Flores, Area 5
Dr. Mark Lisagor, Area 3 – *Absent*

VCOE Personnel Present:
Stanley C. Mantooth, Ventura County Superintendent of Schools and Ex-Officio Secretary and Executive Officer of the Board
Dr. Roger Rice, Deputy Superintendent, Student Services
Dr. Valerie Chrisman, Associate Superintendent, Educational Services
Misty Key, Associate Superintendent, Fiscal & Administrative Services
Stephen Carr, Chief Technology Officer
Dr. Carlos Dominguez, Director, Regional & School District Support Services

Nancy Akkerman, Executive Assistant

3. Approval of Agenda.
Mr. Kunicki noted that Agenda Items C.1 and C.2 were cancelled. Mr. Bates moved the agenda be approved as amended. Dr. Flores seconded the motion, and the motion carried unanimously (4:0). Dr. Lisagor was absent.

B. PUBLIC COMMENTS

The following members of the Public addressed the Board.

1. Gloria Mercado-Fortine, representing Opportunities for Learning (OFL)
2. Nicole Gates, representing Opportunities for Learning (OFL)

C. HEARINGS

1. Interdistrict Attendance Appeal Case No. 1513.
Cancelled.
2. Interdistrict Attendance Appeal Case No. 1514.
Cancelled.

D. CLOSED SESSION

None.

E. PRELIMINARY

1. Approval of Minutes of Regular Meeting of June 15, 2015.
Dr. Flores moved the Minutes of the Regular Meeting of June 15, 2015 be approved. Mr. Bates seconded the motion, and the motion passed 3:0:1. Mr. Bates, Mr. Kunicki and Dr. Flores voted aye; Ms. Ulrich abstained; Dr. Lisagor was absent.
2. Approval of Minutes of Regular Meeting of June 22, 2015.
Dr. Flores moved the Minutes of the Regular Meeting of June 22, 2015 be approved. Mr. Bates seconded the motion, and the motion passed 4:0. Mr. Bates, Mr. Kunicki, Ms. Ulrich and Dr. Flores voted aye; Dr. Lisagor was absent.
3. Approval of Minutes of Regular Meeting of July 27, 2015.
Dr. Flores moved the Minutes of the Regular Meeting of July 27, 2015 be approved. Mr. Bates seconded the motion, and the motion passed 3:0:1. Mr. Bates, Mr. Kunicki and Dr. Flores voted aye; Ms. Ulrich abstained; Dr. Lisagor was absent.

F. CORRESPONDENCE

1. Mr. Mantooth distributed correspondence from the appellant notifying the office of the cancellation of her Interdistrict Attendance Appeal (Item C.2).

G. PRESIDENT'S AND BOARD MEMBERS' REPORTS

1. Dr. Flores reported that he attended a Providence Graduation.
2. Mr. Mantooth requested RSVPs for Board Trustees attending the VCOE Leadership Retreat which will be held on Tuesday, September 1, 2015, 12:00 – 5:00 p.m. Mr. Kunicki and Ms. Ulrich are unable to attend; Dr. Flores will attend; Mr. Bates is uncertain.

3. Mr. Mantooth further reported that a Providence Graduation has been rescheduled to September 3rd at 2:45 p.m.

H. SUPERINTENDENT'S REPORT

Mr. Mantooth reported on the following activities of the Office:

1. The California Department of Education has approved the VCOE LCAP for the 2015-16 school year.
2. Travel packets for the CCBE Fall Conference have been distributed. Dr. Lisagor, Dr. Flores, Mr. Kunicki and Ms. Ulrich plan to attend. Mr. Mantooth will be taking part in Friday's panel on LCAP.
3. VCOE's Transitional Kindergarten Learning Institute was one of three programs highlighted in a recent report by the Packard Foundation. The program will also be included in an upcoming policy paper about the work of California Early Childhood programs.
4. For the first time since 2004, the SELPA has rewritten its entire Local Plan. The Plan requires approval by all member governing boards, and it will be presented to this Board at the September 28, 2015 meeting. The Plan is 500 pages long. The office would propose to distribute the document electronically. A printed copy will be available at the meeting, in the Professional Library, or a copy can be made for any Board member who requests one.

I. LEGISLATIVE REPORT

1. Mr. Kunicki noted that he was in Sacramento recently and the conversations focused on taxes.

J. CONSENT/ACTION

1. Travel Expense Claim
2. Temporary County Certificates
3. Annual Parent Notification for Students Served by the Ventura County Office of Education
4. Approval to Go to Bid for Prop 39 Energy Efficiency

Mr. Bates moved that Consent Items 1-4 be approved. Ms. Ulrich seconded the motion, and the motion carried unanimously (4:0).

K. PRESENTATIONS

None.

L. DISCUSSION/INFORMATION/ACTION

1. California State Preschool Programs, Prekindergarten Family Literacy Program Agency Annual Report

Dr. Chrisman reported that the Prekindergarten Family Literacy Program Agency Annual Report has been submitted to the State. The report shows that the five preschool centers have completed all the necessary assessments. This item was presented for information only.

2. Approval of the Local Education Agency Plan (LEAP) for No Child Left Behind

Dr. Rice reported that in California, each agency must annually prepare a Local Education Agency Plan (LEAP), to address how federal funds are spent. This is different from the LCAP which includes a report on how state funds are expended. The same four goals are utilized for both funding sources: improve student achievement in English, Language Arts and Math; Professional Development and attaining English Language proficiency for English Language Learners; ensure that all students are being taught by highly qualified teachers; and education provided in safe, drug-free environments that are conducive to learning. Both plans describe what the Office is doing for our students.

This LEAP plan will be presented separately from the LCAP on an annual basis. Assessments of progress will be made throughout the school year, including successes and areas that need improvement. The LEAP will be reviewed annually and as with the LCAP, parental involvement is required. To accomplish this, the LEAP and LCAP are presented at Open Houses and Back to School Nights, in the Student Handbook, etc. The bulk of the input on the Plans comes from teachers, para-educators, and community partners. The districts provide input on how special education services are provided.

Mr. Bates moved the Board approve the Ventura County Office of Education Local Education Agency Plan for submission to the California Department of Education. Ms. Ulrich seconded the motion, and the motion carried unanimously (4:0).

3. Consideration of Electronic Board Agendas and Explanatory Materials

Mr. Mantooh noted that staff has researched various providers of electronic board agendas and packets, and is recommending BoardDocs. The cost includes a \$1,000 startup fee which includes on-site training for the office staff and a 30 minute training for Board members on how to use BoardDocs during a Board meeting. The cost is \$3,000 annually. The current cost to print and deliver Board packets is approximately \$4,000 per year, so the cost savings would be minimal. The benefits would be greater transparency, public access to Board information, and ease of use. BoardDocs works on desktop or laptop computers, tablets, or smartphones. If a Board member does not have an appropriate device, one will be provided. Mr. Mantooh proposed a phase-in process, with Board members receiving both a paper and an electronic version of the Board packet for the first 2-3 months.

Mr. Carr provided a demonstration of the BoardDOCS system. Mr. Carr noted that he is currently a member of CEPTA, a statewide agency, which utilizes the Light version. BoardDocs has over 1,600 clients nationwide and over 100 in California and is an excellent program. A list of California school districts utilizing this system is included in the explanatory material. It is subscription and web based. BoardDOCS launches all documents within the same program via the use of tabs. The program has the ability to assign permission levels which would allow the Board to view items that were not to be provided to the public.

Mr. Kunicki asked if BoardDocs allows for personal annotations by Board members. Mr. Carr stated that this option is not available in the Light version, only in the PRO version. In order to meet the requirements of the Brown Act, the use of notes requires additional computer security to ensure that the notes are only viewable by the individual Board members. Mr. Carr suggested that a Board member could open a word document or a notepad document and take notes while viewing the agenda. In addition, any page of the packet can be printed and notes written on it. Copy/paste could also be utilized.

Dr. Flores asked if the content is transferrable to the VCOE website. The contract states that the documents are owned by VCOE and are transferable. The Board Policies could also be linked through the BoardDocs program.

Ms. Ulrich moved the Board authorize the utilization of the LiteVersion of BoardDOCS, with training to be provided. Dr. Flores seconded the motion, and after further discussion, the motion carried 4:0.

4. Possible Endorsement of CCBE Director-at-Large, County

Dr. Flores reported that Ms. Heidi Weiland is currently serving on the El Dorado County Board of Education and she is seeking the position of CCBE Director-at-Large, County. Dr. Flores has known Ms. Weiland for seven years and she is very qualified, having served as Vice President of CCBE. She was responsible for the CCBE CORE newsletter and was a guiding force in getting CCBE a seat on the CSBA Legislative Committee. Ms. Ulrich noted that Ms. Weiland has served as a County Board member for 16 years.

Dr. Flores moved the Board authorize the letter of endorsement of Heidi Weiland for CCBE Director-at-Large, County. Ms. Ulrich seconded the motion, and it carried 4:0.

M. BOARD MEMBER COMMENTS

None.

N. FUTURE AGENDA ITEMS

1. One to Two-day VCBE Tour of VCOE Facilities (TBD).

O. FUTURE MEETINGS

Date: Monday, September 28, 2015
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

Date: Monday, October 26, 2015
Time: 6:00 p.m.
Location: 5100 Adolfo Road, Board Room, Camarillo
Purpose: Regular Meeting of the Board

P. ADJOURNMENT

The meeting adjourned at 7:08 p.m.

Approved by Board Action on 9/28/15.

*Board meetings are recorded by audio tape pursuant to Government Code Section 54953.5(b).
Copies of these audio tapes are available by request to this office at (805) 383-1900.*