



Santa Cruz County Board of Education
Santa Cruz County Office of Education
400 Encinal Street
Santa Cruz, CA 95060

Regular Meeting of the Board
Thursday, September 18, 2008
4:00 p.m.
County Office of Education
Board Room

AGENDA

1.0 CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF QUORUM

Mary Bryant, Jack Dilles - President, Arnold Levine, Kathy Mann, James M. Maxwell, Dana M. Sales, Brian Sanford
Michael C. Watkins, Secretary

2.0 PLEDGE OF ALLEGIANCE

Superintendent Watkins will lead recitation of the Pledge of Allegiance

3.0 APPROVAL OF AGENDA

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

4.0 REMARKS FROM THE AUDIENCE

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. Please refer to item, *Please Note*, on the last page of this agenda.

5.0 CONSENT AGENDA

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion.

5.1 Minutes of Regular Meeting of August 21, 2008

5.2 Donations

5.3 Routine Budget Revisions

6.0 CORRESPONDENCE

None at time of publication.

7.0 SUPERINTENDENT'S REPORT

Report by Superintendent Watkins of activities and matters of interest to the Board.

8.0 NEW BUSINESS and ACTION ITEMS

8.1 PUBLIC HEARING: Sufficiency of Instructional Materials

This is an opportunity for public input regarding the sufficiency of instructional materials to be used by Santa Cruz County Office of Education student programs during the 2008-09 school year.

Open, Conduct, and Close Hearing: President Dilles

8.2 Adoption of Resolution No. 08-07: Sufficiency of Instructional Materials

In order to be eligible to receive instructional materials funds, the governing board is required to hold an annual public hearing and adopt a resolution stating whether or not each pupil (in county office programs) has sufficient textbooks and/or instructional materials in specified subjects that are aligned to the academic content standards and consistent with the content and cycles of the curriculum frameworks adopted by the state board.

Presenter: Alice Talnack, Associate Superintendent, Student Services

8.3 Personnel Commission Vacancy: Appointment of Nominee

The Board will be informed of nominees for appointment as the Board's appointee to the Santa Cruz County Office of Education Personnel Commission and will publicly announce the intended appointee to fill a vacancy which will exist December 1, 2005. The public will have an opportunity to provide comment relative to the qualifications of the intended appointee at the regular meeting of the Board, October 16, 2008. (E.C. 45246(b).

Presenter: Mike James, Deputy Superintendent, Personnel Services

9.0 REPORTS AND INFORMATION ITEMS

9.1 Public Disclosure: Tentative Agreement between the Santa Cruz County Superintendent of Schools and the California School Employees Association, Local Chapter #484

Government Code Section 3547.5 requires that before a public school employer enters into a written agreement with an exclusive representative, the major provisions of the agreement shall be disclosed at a public meeting.

9.2 Disclosure of Compensation Agreements, Non-Bargaining Unit Employees

Disclosure will be made relative to compensation agreements for fiscal year 2008-09 with non-bargaining unit personnel in the classifications of management, confidential employees and ROP Teachers.

Presenter: Mike James, Deputy Superintendent

9.3 Board President's Report

President Dilles will report on activities and matters of interest to the Board.

9.4 Board Trustees' Reports

Reports on activities and matters of interest to the Board.

10.0 SCHEDULE OF COMING EVENTS

October 16, 2008, 2:00 p.m. Regular Meeting of the Board

November 20, 2008, 2:00 p.m. Regular Meeting of the Board

December 18, 2008, 2:00 p.m. Regular Meeting of the Board

January 15, 2009, 2:00 p.m. Regular Meeting of the Board

February 19, 2008, 2:00 p.m. Regular Meeting of the Board

11.0 ADJOURNMENT

PLEASE NOTE: All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz County Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the Board will establish a time limit of three (3) minutes, unless otherwise stated by the president, for comments from the public.

Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.

Backup Documentation: Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.

TRANSLATION REQUESTS:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Bill Sullivan by telephone at (831) 479-5310. Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Bill Sullivan por teléfono al numero (831) 479-5310.

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda:

Prior Meeting Minutes, Regular Meeting of August 21, 2008

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Board approval of minutes

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Approval of minutes as submitted or with changes as required.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools
Bill Sullivan, Administrative Aide to the Superintendent

September 18, 2008

Consent Agenda Item #5.1

SUPERINTENDENT’S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Gifts and Donations

DEPARTMENT/PROGRAM:

<u>Donor</u>	<u>Donation</u>	<u>Department</u>
Local 108 RWDSU AFL-CIO	\$200.00	CDRC
See Page 2		Write-Start, Student support Services

ACTION REQUESTED:

Approve acceptance of gifts and donations as listed

PREVIOUS STAFF/BOARD ACTION:

Donations are acknowledged by letter on behalf of the Board.

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

County Board of Education Policy P-3280 requires that all gifts and donations received by the programs conducted by the County Superintendent of Schools be accepted by the County Board of Education.

FISCAL IMPLICATIONS:

Gifts/donations received will be utilized by the program to which they were donated.

CONTACT PERSON(S)

Alice Talnack, Student Services
Jo Ann Allen, Manager, Student Support Services

September 18, 2008

Consent Agenda Item #5.2
Page 1 of 2

SUPERINTENDENT’S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda

Item: Routine Budget Revisions

DEPARTMENT/PROGRAM:

Business Services/Administration

ACTION REQUESTED:

Approve routine budget revisions.

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Detailed revisions follow this page.

FISCAL IMPLICATIONS:

Adjusts 2008-2009 Spending Plan

CONTACT PERSON(S)

Barney Finlay, Assistant Superintendent/CBO, Business Services
Jean Gardner, Director, Fiscal Services
Harley Robertson, CSSF Coordinator

September 18, 2008

Consent Agenda Item #5.3

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Board Policy – Second Reading

DEPARTMENT/PROGRAM:

Santa Cruz County Board of Education

ACTION REQUESTED:

Second reading

Policy BP 5118.1 and AR 5118.1 Interdistrict Attendance / Hearing Appeals

PREVIOUS STAFF/BOARD ACTION:

Reviewed and recommended by staff.

Reviewed and modified by Board sub-committee

First Reading August 16, 2007

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Board Policy #9310 requires that policy modifications and new policies shall be adopted by the County Board of Education following a first and second reading by the Board unless a second reading is waived by the Board.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Mary Bryant, President, County Board of Education

Michael C. Watkins, County Superintendent of Schools

September 20, 2007

Agenda Item #8.1

RECOMMENDED ACTION

SUBJECT:

Board Policy

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Adopt policy and Regulation
BP 5118.1 & AR 5118.1 Interdistrict Attendance / Hearing Appeals

PREVIOUS STAFF/COMMITTEE ACTION:

Staff review of proposed policy
Board subcommittee review and recommended changes
First Reading August 16, 2007
Second Reading September 20, 2007

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Board Bylaw P-9310 requires that policies of the Santa Cruz County Board of Education shall be adopted through the process of two readings at regularly scheduled Board meetings. Recommendations for alteration may be discussed at any reading. Amendments as adopted will be incorporated in the revised statement. Policy will be adopted by the Board on a second reading unless the second reading is waived by consensus of the Board.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Mary Bryant, Board President
Michael C. Watkins, Secretary to the Board and County Superintendent of Schools

September 20, 2007

Agenda Item #8.2

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Public Hearing: Sufficiency of Instructional Materials

DEPARTMENT/PROGRAM:

Alternative Education
Special Education

ACTION REQUESTED:

Conduct Public Hearing

PREVIOUS STAFF/BOARD ACTION:

Annual requirement

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

In order to comply with the requirements of E.C. Section 60119(1)(A), the Board shall hold a public hearing on or before the eighth week of school and does not take place during or immediately following school hours to encourage participation by parents, teachers and members of the community. The purpose of the hearing is to determine as to whether each pupil in each school in County Office of Education student programs has sufficient textbooks, instructional materials or both in the subject areas of Mathematics, Science, History-Social Science and English/Language Arts including English language development, Foreign language, Health and laboratory equipment, that are aligned to the academic content standards and consistent with the content and cycles of the curriculum framework adopted by the State Board.

FISCAL IMPLICATIONS:

None by this action

CONTACT PERSON(S)

Alice Talnack, Associate Superintendent, Student Services
Sandy Mast, Sr. Director, Alternative Education
Hal Ledbetter, Sr. Director, Special Education

September 18, 2008

Agenda Item #8.1

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Pupil Textbook and Instructional Materials

DEPARTMENT/PROGRAM:

Alternative Education and Special Education Programs

ACTION REQUESTED:

Adopt Resolution #08-07, Sufficiency of Instructional Materials

PREVIOUS STAFF/BOARD ACTION:

Public Hearing, September 20, 2007

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

E.C. 60119(1)(A) requires that the Board, to be eligible for State funding for instructional materials, ensure the sufficiency of textbooks and instructional materials that are aligned in the specified subject areas of Mathematics, Science, History-Social Science and English/Language Arts including English language development, Foreign language, Health and laboratory equipment, that are consistent with the content and cycles of curriculum framework adopted by the State Board of Education.

FISCAL IMPLICATIONS:

Receipt of state funding. Amount not known at this time.

CONTACT PERSON(S)

Alice Talnack, Assistant Superintendent, Student Services
Sandy Mast, Sr. Director, Alternative Education
Hal Ledbetter, Sr. Director, Special Education

RECOMMENDED ACTION

SUBJECT:

Public Hearing – Regional Occupational Program, Waiver Request

DEPARTMENT/PROGRAM:

Regional Occupational Program

ACTION REQUESTED:

Conduct public hearing regarding ROP waiver request
Open, conduct, close public hearing

PREVIOUS STAFF/COMMITTEE ACTION:

Administration completion of General Waiver Request form GW-1

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

A public hearing is required in order that the ROP may submit a Waiver Request to the California Department of Education (CDE) to obtain excess growth funds resulting from Los Angeles Unified School District having claimed fewer average daily attendance funding in 2005-06 than allowed under its cap. The CDE reallocated the funds; however, the CDE did not make those funds available until formally certified in July 2007. The purpose this waiver is to allow the ROP to maintain a reserve of greater than 15% through June 30, 2008, for ROP educational purposes.

FISCAL IMPLICATIONS:

CONTACT PERSON(S)

Barney Finlay, Associate Superintendent, Business Services
R. Rieber, Sr. Director, Regional Occupational Program

RECOMMENDED ACTION

SUBJECT:

Approval to Submit Waiver Regional Occupational Program, Waiver Request

DEPARTMENT/PROGRAM:

Regional Occupational Program

ACTION REQUESTED:

Approve Waiver Request for ROP Reserve Limitation

PREVIOUS STAFF/COMMITTEE ACTION:

Administration completion of General Waiver Request form GW-1
Conducted public hearing September 20, 2007

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Board approval is required in order that the ROP may submit a Waiver Request to the California Department of Education (CDE) to obtain excess growth funds resulting from Los Angeles Unified School District having claimed fewer average daily attendance funding in 2005-06 than allowed under its cap. The CDE reallocated the funds; however, the CDE did not make those funds available until formally certified in July 2007. The purpose this waiver is to allow the ROP to maintain a reserve of greater than 15% through June 30, 2008, for ROP educational purposes.

FISCAL IMPLICATIONS:

None by conducting public hearing

CONTACT PERSON(S)

Barney Finlay, Associate Superintendent, Business Services
R. Rieber, Sr. Director, Regional Occupational Program

September 20, 2007

Agenda Item #8.4

RECOMMENDED ACTION

SUBJECT:

Personnel Commission Vacancy: Appointment of Nominee

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Accept names and information relative to recommended nominee(s).
Announce name of Board's nominee

PREVIOUS STAFF/COMMITTEE ACTION:

Appointment in 2006 to 3-year term

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Where a personnel commission exists, and a vacancy in a position appointed by the Board will occur, the Board shall announce the name of its intended appointee at a public meeting and shall appoint its intended appointee at least 30 days before the date on which the vacancy will occur, the appointment to be effective on the date on which the vacancy would occur. E.C. 45246(c). In this instance the vacancy occurs December 1, 2008.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Mike James, Deputy Superintendent, Personnel Services
Tracy Outtrim, Director, Personnel Services

September 18, 2008

Agenda Item #8.3

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda:

Prior Meeting Minutes, Special Meeting of October 25, 2007

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Board approval of minutes

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Approval of minutes as submitted or with changes as required.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools
Bill Sullivan, Administrative Aide to the Superintendent

November 15, 2007

Consent Agenda Item #5.0.2

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Personnel Commission Vacancy

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Accept and/or make nominees for appointment.
Announce intended appointee

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

The position of the Board's appointee to the Santa Cruz County Office of Education Personnel Commission will be vacant on December 1, 2008, at the end of the current appointee's term. The Board was noticed of the impending vacancy on August 21, 2008. The Board will receive the names of nominees and/or make nominations to fill the vacancy, after which the Board will announce its intended appointee. The public will have an opportunity to provide comment relative to the qualifications of the intended appointee at the regular meeting of the Board, October 16, 2008, and the Board will make an appointment on that date. (E.C. 45246(b))

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Mike James, Deputy Superintendent and Personnel Services
Traci Outtrim, Director, Human Resources

September 18, 2008

Agenda Item # 8.3

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Public Disclosure of Compensation Agreements with Non-Bargaining Unit Employees

DEPARTMENT/PROGRAM:

Santa Cruz County Superintendent of Schools

ACTION REQUESTED:

Informational.

PREVIOUS STAFF/BOARD ACTION:

Designated staff representatives have met with employee group representatives and reached agreement.

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

The Board is traditionally informed of agreements with non-bargaining unit staff groups.

FISCAL IMPLICATIONS:

Step and column costs

CONTACT PERSON(S)

Mike James, Deputy Superintendent

Michael C. Watkins, County Superintendent of Schools

September 18, 2008

Agenda Item #9.2

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda:

Prior Meeting Minutes, Special Meeting of October 25, 2007

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Board approval of minutes

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Approval of minutes as submitted or with changes as required.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools
Bill Sullivan, Administrative Aide to the Superintendent

November 15, 2007

Consent Agenda Item #5.0.2

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda:

Prior Meeting Minutes, Special Meeting of October 25, 2007

DEPARTMENT/PROGRAM:

County Board of Education

ACTION REQUESTED:

Board approval of minutes

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Approval of minutes as submitted or with changes as required.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools
Bill Sullivan, Administrative Aide to the Superintendent

November 15, 2007

Consent Agenda Item #5.0.2

